



AGENDA

**REGULAR CITY COMMISSION MEETING
MONDAY, DECEMBER 5, 2022, AT 6:00 P.M.**

CITY OF ST. AUGUSTINE BEACH, 2200 A1A South, St. Augustine Beach, FL 32080

NOTICE TO THE PUBLIC

THE CITY COMMISSION HAS ADOPTED THE FOLLOWING PROCEDURE: PERSONS WISHING TO SPEAK ABOUT TOPICS THAT ARE ON THE AGENDA MUST FILL OUT A SPEAKER CARD IN ADVANCE AND GIVE IT TO THE RECORDING SECRETARY. THE CARDS ARE AVAILABLE AT THE BACK OF THE MEETING ROOM. THIS PROCEDURE DOES NOT APPLY TO PERSONS WHO WANT TO SPEAK TO THE COMMISSION UNDER "PUBLIC COMMENTS."

RULES OF CIVILITY FOR PUBLIC PARTICIPATION

1. The goal of Commission meetings is to accomplish the public's business in an environment that encourages a fair discussion and exchange of ideas without fear of personal attacks.
2. Anger, rudeness, ridicule, impatience, and lack of respect for others is unacceptable behavior. Demonstrations to support or oppose a speaker or idea, such as clapping, cheering, booing, hissing, or the use of intimidating body language are not permitted.
3. When persons refuse to abide by reasonable rules of civility and decorum or ignore repeated requests by the Mayor to finish their remarks within the time limit adopted by the City Commission, and/or who make threats of physical violence shall be removed from the meeting room by law enforcement officers, either at the Mayor's request or by an affirmative vote of a majority of the sitting Commissioners.

"Politeness costs so little." – ABRAHAM LINCOLN

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. APPROVAL OF MINUTES OF THE REGULAR COMMISSION MEETING ON NOVEMBER 14, 2022
- V. ADDITIONS OR DELETIONS OF THE AGENDA
- VI. CHANGES TO THE ORDER OF TOPICS ON THE AGENDA
- VII. PRESENTATIONS
Plaque to Commissioner Margaret England for 14 Years of Service to the City as Mayor, Commissioner, and Member of the Comprehensive Planning and Zoning Board
- VIII. PUBLIC COMMENTS
- IX. COMMISSIONER COMMENTS

X. PUBLIC HEARINGS

1. Ordinance 22-13, Final Reading, to Vacate Alley between 1st and 2nd Streets, West of 2nd Avenue, Block 32, Chautauqua Beach Subdivision (Presenter: Jennifer Thompson, Planner)

XI. CONSENT

(Note: Consent items can be approved by one motion and vote unless a Commissioner wants to remove an item for discussion and a separate vote)

2. Reappointment to a Three-Year Term of Ms. Sandra Krempasky to the Sustainability and Environmental Planning Advisory Committee
3. Budget Resolution 22-18, to Adjust Fiscal Year 2023 General Fund Revenues and Expenditures for Second Code Enforcement Officer
4. Budget Resolution 22-19, to Increase Revenue and Expenditures in the American Rescue Plan Act Fund for Fiscal Year 2023 Budget for Dune Walkover Project
5. Budget Resolution 22-20, to Adjust Fiscal Year 2023 General Fund Accounts for Audit Fees
6. Budget Resolution 22-21, to Appropriate \$100,000 from American Rescue Plan Act Funds for the Ocean Hammock Park Restroom Project

XII. OLD BUSINESS

7. Ocean Hammock Park Beach Access Proposed Relocation: Request for Commission Guidance for Information It Needs for a Decision and Scheduling Date for Special Meeting in January (Presenters: Max Royle, City Manager; Bill Tredik, Public Works Director)
8. Vacation Rentals: Resolution 22-18, to Increase Yearly Inspection Fees to \$450 (Presenter: Brian Law, Building Official)

XIII. NEW BUSINESS

9. January Regular City Commission Meeting: Request to Schedule Date Because First Monday is a Holiday (Presenter: Max Royle, City Manager)

XIV. STAFF COMMENTS

XV. ADJOURNMENT

NOTICES TO THE PUBLIC

1. **SURF ILLUMINATION.** It will be held at the Pier Park on Saturday, December 3, 2022, from 4:00 to 7:00 p.m. The event will feature the lighting of the City's Christmas tree to mark the start of the December holiday season in the City.
2. **HOLIDAY MARKET.** It will be held on Saturday, December 10, 2022, at the Pier Park from 3:00 to 7:00 p.m. and will feature handicrafts and others for the Christmas gift giving.
3. **SUSTAINABILITY AND ENVIRONMENTAL PLANNING ADVISORY COMMITTEE.** It will hold its monthly meeting on Tuesday, December 13, 2022, at 6:00 p.m. in the Commission Meeting Room at City Hall.
4. **COPS AND CLAUS.** The City's Police Department will host this event for children and their parents on Wednesday, December 14th, from 5:30 to 7:30 p.m. at the police station, 2300 A1A South.

5. **COMPREHENSIVE PLANNING AND ZONING BOARD.** It will not meet in December because there are no requests for them to consider.
6. **HOLIDAYS.** For Christmas and New Year's, the following holidays will affect City operations:
 - a. Friday, December 23rd: CITY OFFICES CLOSED. Household waste and recyclables will be picked up on Friday.
 - b. Monday, December 26th: CITY OFFICES CLOSED. Monday's pickup of household waste and recyclables will be done on Tuesday, December 27th; Tuesday's pickup of household waste and recyclables will be done on Wednesday, December 28th. There will be no pickup of yard trash on Wednesday, December 28th.
 - c. Monday, January 2nd: CITY OFFICES CLOSED. Monday's pickup of household waste and recyclables will be done on Tuesday, January 3rd; Tuesday's pickup of household waste and recyclables will be done on Wednesday, January 4th. There will be no pickup of yard trash on Wednesday, January 4th.

NOTE:

The agenda material containing background information for this meeting is available on the City's website in pdf format or on a CD, for a \$5 fee, upon request at the City Manager's office.

NOTICES: In accordance with Florida Statute 286.0105: "If any person decides to appeal any decision made by the City Commission with respect to any matter considered at this scheduled meeting or hearing, the person will need a record of the proceedings, and for such purpose the person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans with Disabilities act, persons needing a special accommodation to participate in this proceeding should contact the City Manager's Office not later than seven days prior to the proceeding at the address provided, or telephone 904-471-2122, or email sabadmin@cityofsab.org.



MINUTES

REGULAR CITY COMMISSION MEETING MONDAY, NOVEMBER 14, 2022, AT 6:00 P.M.

CITY OF ST. AUGUSTINE BEACH, 2200 A1A South, St. Augustine Beach, FL 32080

I. CALL TO ORDER

Mayor Samora called the meeting to order at 6:00 p.m.

II. PLEDGE OF ALLEGIANCE

The Commission recited the Pledge of Allegiance.

III. ROLL CALL

Present: Mayor Donald Samora, Vice Mayor Rumrell, and Commissioners Margaret England, Undine C. George, and Beth Sweeny.

Also present were City Manager Max Royle, City Attorney Charlie Douglas, Police Chief Daniel Carswell, Police Commander T.G. Harrell, City Clerk Dariana Fitzgerald, Finance Director Patty Douylliez, Building Official Brian Law, and Public Works Director Bill Tredik.

IV. APPROVAL OF MINUTES OF THE SPECIAL BUDGET MEETING ON SEPTEMBER 26, 2022, AND THE REGULAR COMMISSION MEETING ON OCTOBER 3, 2022, AND THE JOINT VISION PLAN WORKSHOP ON OCTOBER 5, 2022

Motion: To approve the special budget meeting on September 26, 2022, and the regular Commission meeting on October 3, 2022, and the joint Vision Plan workshop on October 5, 2022.

Moved by Vice Mayor Rumrell, **Seconded by** Commissioner Sweeny. Motion passed unanimously.

V. ADDITIONS OR DELETIONS OF THE AGENDA

City Manager Royle advised that there is an addition to the agenda for approval to transfer a high-water vehicle to the City of St. Augustine Fire Department, which could be added under Consent. He advised that there are no deletions, but he reminded the Mayor that the Finance Director gave the Commission a revised Budget Resolution 22-15.

VI. CHANGES TO THE ORDER OF TOPICS ON THE AGENDA

There were none.

VII. PRESENTATIONS

Ms. Janel Finley, Public Affairs Specialist, U.S. Small Business Administration, Regarding Financial Aid Available to Businesses, Homeowners, Renters, and Non-Profits Affected by Hurricane Ian

Ms. Finley introduced herself and showed a PowerPoint [Exhibit A] and played a video from YouTube [<https://www.youtube.com/watch?v=1Zu0qRknQZI>]. She advised that she has

additional handout information available for anyone who is interested and that she would also provide her contact information. The PowerPoint presentation described the three-step process for Small Business Administration (SBA) disaster assistance, the requirements, etc. She advised that the business loans are up to \$2 million with a 3.04% fixed interest rate for up to thirty-years. She said that businesses could apply for either a physical damage or an economic impact loan. She described the types of disaster loans, limits, and terms from the PowerPoint presentation. She advised that everyone should register with FEMA first before applying for a loan, that the physical damage loan deadline is November 28, 2022, and the economic impact loan deadline is June 29, 2023.

Commissioner George said that it is her understanding that if the work is done before receiving the FEMA grant money that you could become ineligible for the grant, and she asked for clarification. Ms. Finley advised that SBA does not do grants, they do loans, and if a FEMA grant has been received, then you must document how much the grant was for when applying for the SBA loan.

Commissioner George asked how long it takes to get a FEMA grant. Ms. Finley advised that she did not have that information. Commissioner George said that she has heard that it could take up to two years to have to live with the home without being able to have the work done or else they would forfeit the grant. Ms. Finley advised that there is a FEMA intergovernmental point of contact that can provide the information regarding FEMA and that she asked Commissioner George to email her and that she could get that information for her.

Mayor Samora thanked Ms. Finley and said that she provided good information that the City could pass on for anyone that was affected. Ms. Finley suggested to apply for all three at once to help keep track of it.

Mayor Samora moved on to Item VIII and advised that the public is invited to speak for three minutes on non-agenda topics. He advised that any questions would be followed up at the end.

VIII. PUBLIC COMMENTS

Bill Pelzer, 461 Ocean Grove Circle, St. Augustine Beach, FL, said that at the last several Commission meetings that people had stated their personal concerns for their opposition to moving the Ocean Hammock boardwalk, which pale to the security concerns for those who support the proposal; the most important responsibility for any government is the security of its citizens; this proposal is designed to address the significant security concerns; security concerns will be greater after the amenities are completed when it becomes a more active park; it will become a magnet for the homeless population, which are typically drug/alcohol addicted; the proposed rerouting would significantly mitigate the security concerns with little to no cost to the City and he asked for support for the proposal at the December meeting.

Jim LeClare, 115 Whispering Oaks Circle, St. Augustine Beach, FL, said that he had previously showed Zillow listings to point out time-frames when Sea Colony residents moved in near the boardwalk over the past ten years, along with the five year police report which speaks for itself; he presented public documents, which should be highlighted for future reference such as the environmental survey [Exhibit B]; that three people have offered \$600,000 to demolish the existing boardwalk and relocate one through the wetlands area, which is financially driving this effort; it is important to note that the public benefit has been highly disputed by non-Sea Colony residents; he showed a slide which depicted three boardwalks and there is no discussion to move the two Sea Colony boardwalks; this is the only path proposed to the beach which would no longer be an elevated boardwalk; saw two disabled children on the path using the rail to support them on their way to the beach; is against considering the Sea Colony proposal and is attaching a letter

of a Sea Colony rebuttal, which infers the Commissioners agree that the boardwalk should have been in the center of the park and that this is a chance to rectify that.

Nick Binder, 232 Big Magnolia Court, St. Augustine Beach, FL, due to the workload the City took the position not to do a Request for Qualifications for park planners for Hammock Dunes Park and he asked the City to keep it on the back burner; traffic signal needed on Madrid/State Road A1A at Marsh Creek which is an accident waiting to happen; keep in mind that the City spent an extra \$70,000 for construction of the Ocean Hammock Park boardwalk decking, which is in good shape; siderails need maintenance; agrees with Sea Colony's safety concerns but a walkway through the center would be more dangerous and would be at ground level with no railings; the existing walkway is much safer; there would be homeless people using the park unless the police are going to patrol it; snakes will come out to the warm concrete.

Mayor Samora closed Public Comments and asked Chief Carswell for his comments about the traffic concern comment at Madrid Street. Chief Carswell advised that he is not working on a traffic signal, but that it is a heavy traffic area which has had crashes there recently. He advised that he would be happy to contact the Florida Department of Transportation (FDOT) to get the ball rolling. Commissioner Sweeny said that Mr. LeClare looked into having the speed limit changed in that area and FDOT said that it was not a problem area so they might not approve a traffic signal there either.

Mayor Samora moved on to Item IX.

IX. COMMISSIONER COMMENTS

Vice Mayor Rumrell thanked staff for getting the City through another storm and said that we did as good as we could do.

Commissioner George also thanked staff and said that we got major damage to our outer dunes and hopefully the next renourishment will help recapture some of that. She congratulated the City Manager for his 33rd anniversary with the City.

Mayor Samora and Commissioner Sweeny echoed their thanks to the staff.

Chief Carswell thanked Commander Harrell for coordinating the efforts during the storm.

Mayor Samora moved on to Item X.1 and asked Director Tredik for his presentation.

X. PUBLIC HEARINGS

1. Resolution 22-15, to Discuss and Adopt a Stormwater Utility Fee (Presenter: Bill Tredik, Public Works Director)

Director Tredik presented a PowerPoint [Exhibit C] and he advised that this is timely since we just had a storm, and he is hopeful that the Commission adopts a resolution tonight to show intent for a stormwater utility fee. He provided background information regarding the City's size, drainage, pumps, ditches, etc. that make up the City's stormwater system. He described the ongoing maintenance of ditch cleaning, inspections, street sweeping, and repairs, at an estimated cost of \$150,000, which would be in the budget every year and would increase because the City is not doing everything it is supposed to due to lack of funds. He moved on to the Additional Maintenance Needs portion of the presentation and said that the outfall canal needs to be maintained to keep it flowing along with the responsibility to maintain the bulkhead on either side and that lot of things have grown in it during the pond project. He advised that his estimate for the outfall canal is pretty accurate. He moved on to discuss the pipe cleaning and future maintenance needs and he advised that these are rough estimates,

and the City could easily be spending over \$200,000 a year for maintenance, which does not include inflation.

Director Tredik moved on to the Project Funding Needs portion of his presentation and advised that we had talked before about some of the upcoming projects from the Vulnerability Study and the Master Drainage Study Update with potentially \$10 million in projects over a ten-year implementation plan. He said that we could potentially get grants but would still have to come up with \$250,000 to match the grants and that we would need a program to bring the money in for City matches. He advised that the City has been very lucky to have a few fully funded projects, but it may not in the future. He said that with so much inflation that projects such as Ocean Walk may cost more than what was approved. He said that the City needs dedicated funding for stormwater because it is expensive to manage, could exceed \$450,000 per year between projects and maintenance, and that we cannot always defer things. He advised that the stormwater needs are competing for funds with all the other wants and needs of the City, such as the for the Police Department, paving, beautification, etc. He advised that a stormwater utility fee would guarantee that the City has funds for drainage.

Director Tredik moved on and advised that there is additional information in the agenda packet regarding the Florida Stormwater Association's 2022 Stormwater Utility Report and that 170 other municipalities have stormwater utility fees because it works and that it has been upheld by Florida Supreme Court. He advised that most of those municipalities used impervious surface area as the basis to determine their fees. You would determine what the needs are and then set the fee. It is not dependent on millage, so if property values go down, you are not in a hole. He said that it guarantees the funding for maintenance, is predictable, and would allow the Master Plan to work.

Director Tredik advised that even if a housing development has its own stormwater system, that everyone still drives the City streets and everyone benefits from it. He said that we can discuss how to make it fair and equitable for the citizens and businesses as it is being developed and that it can be adjusted annually. He advised that the funding strategy would be a non-ad valorem assessment because we do not have a monthly utility bill option like other municipalities may have. He showed a comparison of other similar size cities and their fees and said that we could start with a low fee to just cover maintenance and bring in projects later. He explained that the ERU is supposed to be based on the average impervious surface for a residential unit, which he believed the City's is approximately 3,000 square feet.

Director Tredik advised that we have been through the steps to implement a non-ad valorem assessment fee and that he is asking to pass a resolution today to express intent to adopt one. He discussed the upcoming time frames going forward for implementation such as notifying the tax collector before January 1st, developing a draft to establish the ERU square footage, etc. by April, to notify all property owners in June, and pass the resolution in August. He advised that the City could decide to not move forward at any time during that process.

Director Tredik advised that we would need to bring someone onboard to help with this and, if it is approved tonight, that he would like to put out a Request for Qualifications (RFQ) for a consultant. The consultant could start determining the Equivalent Residential Unit (ERU) and measure commercial impervious surface areas to develop the stormwater utility fee ordinance. He advised that it is doable within the time frame but that we cannot wait to get someone onboard and would need to move forward if we want to go that route.

Director Tredik advised that he estimated that a monthly fee per ERU of \$2.70 (\$32.40 per year) would generate an annual estimated revenue of \$200,000 just to cover maintenance

and \$8.05 per month (\$96.60 per year, which is the statewide average) has an estimated revenue of \$575,000, which would allow \$375,000 for projects. He advised that \$6 per month per ERU (\$72 per year per ERU) could fund maintenance plus almost \$250,000 of projects annually. He said that if we do not do this, we could be facing real challenges down the road and that his requested action is to pass Resolution 22-15 stating intent to assess a non-ad valorem assessment for stormwater maintenance and improvements. He said that next year will be challenging and this gives the opportunity to keep the millage down.

Mayor Samora asked what was in the current budget for stormwater. Director Tredik advised that is where the \$150,000 came from. Mayor Samora asked how much was for projects. Director Tredik advised that he did not have those numbers but that it was substantially more. Mayor Samora said that we are still going backwards \$50,000 a year in maintenance. Director Tredik said yes and that we are at the end of our ability to keep everything maintained with the budget we have.

Commissioner England said that as you prepare the budget you could react to the grants and after talking to the City Manager today that we do not have any more revenues coming from the last infrastructure bill. If it is in the millage, you can realistically budget for what you could accomplish that year and customize it each year. She questioned whether future commissions would cut it or would they realize the importance of it. She advised that putting it in the millage and the budget is more customary to what we could accomplish and the needs for that year vs. a fee. If this fee is combined with the garbage collection fee, that the residents are looking at those fees growing each year. Director Tredik advised that it could be budgeted for each year, but there is no guarantee that the money would be used for stormwater. If this money is through a non-ad valorem assessment, then it would be spent for stormwater and would not have to compete with the other needs of the City. He said that 170 other cities have done this because it gives them the certainty that they can meet the drainage needs. He said that regardless of the cause, sea level is rising, which is documented by satellite photography, and we are dealing with it. He advised that the weir was about five inches from being over the top and that he believes that the City will be facing an improvement to it in five to ten years because we are battling a changing environment. He said that if it is funded through the millage that he believes that we would not be doing as much as we should be doing.

Commissioner England said that staff must be adamant about what is necessary. Director Tredik advised that we will, but we do not have the final say and this protects the citizens from flooding. He advised that it is not a random fee but targeted to protect their property and that he needs some kind of guarantee that he can provide this service. Commissioner England said that there is no doubt that the money is needed because the storms are getting more frequent, and the water has to go somewhere.

Vice Mayor Rumrell advised that it would be important to notify the residents of the projects and what would be maintained so that they understand what the money is going towards. He said that the yearly maintenance would not be the same every year. Director Tredik advised that he averaged it over a longer period and that is where he got the \$150,000 that is currently budgeted and that the average is \$200,000 per year. Vice Mayor Rumrell advised that we need to update our project list because at some point we may not be able to get funding from Tallahassee as frequently as we have been and that he would like to have some mechanism to go after the funds with matching funds. He advised that for him to be able to support this, that it would be important to hold the fee steady for a minimum of five to seven years because we cannot sunset this with an end date. Director Tredik advised that he believes that you could have a term limit. Vice Mayor Rumrell advised that the trash fee has gone up and that

maintenance would probably go up as well and that he does not want to nickel and dime every fee and to have a set fee and work within those parameters. He suggested to have a sunset and revisit it in ten years. Director Tredik advised that since it is a fee that it would need to have some consideration for inflation to be effective and would be held until the Commission raises it.

Commissioner Sweeny said that it would need to come back to the Commission each year as the budget is being determined. Director Tredik said yes and that even a range change would need to be brought before the Commission each year. He advised that as long as the change is within the set range that you would not need to republish it each year.

Vice Mayor Rumrell asked if he would have a list of the priorities that he feels are most important such as the weir, Ocean Walk, etc. Director Tredik said yes.

Mayor Samora asked how far out he could put together a project list. Director Tredik said that hopefully the Master Stormwater Update will be done this spring and he would have a much better handle on a project list by then.

Commissioner George asked how broad the scope of use could be under the purview of stormwater maintenance/capital improvements. Director Tredik advised that that could be provided as we move through the process. Commissioner George asked how the project needs could shift to more resiliency issues as needed. Director Tredik advised that stormwater and resiliency are closely related, but that certain projects, such as living shorelines, should not be done through this fee but that a broader ordinance could bring in resiliency.

Discussion ensued regarding other opportunities; sea oats planting is a resiliency project that fortifies the beach, which could prevent flooding so the connections could be made; could be a collaborative with other agencies which is beneficial; no reason to exclude it.

Commissioner England advised that she has concerns with a fee because we cannot predict the weather and that there has to be a way to adjust the budget. She said that you cannot get away from having money for extreme weather circumstances and this would need to be very well documented. Director Tredik said that if you go down this path that you would set a range and set a fee and if there is a catastrophic event that there would more than likely be Federal assistance. He agreed that the Commission would need to look at the budget each year and decide if additional funds need to come in from ad valorem taxes. He said that if we start with maintenance only, then you would budget for project money from the General Fund.

Vice Mayor Rumrell asked if the maintenance for stormwater could be taken out of the budget line item so that the fee would be 100% of the maintenance and the budget funds could be used elsewhere. Director Tredik said yes. Commissioner George said that is the theory, but when have we done it with any of the other fees. Director Tredik advise that the stormwater foreman's salary would be paid from this fee rather than from ad valorem taxes. He said that the \$50,000 in the budget for various drainage maintenance would be funded from this fee.

Mayor Samora said that the decision is whether we need a protected dedicated fund for stormwater only.

Mayor Samora opened Public Comments.

Nick Binder, 232 Big Magnolia Court, St. Augustine Beach, FL, stated as a civil engineer he understands the need from Director Tredik's standpoint, but he is a taxpayer and the residents have just gone through the multiple increases of solid waste; there may be a number of \$36 or \$72 but that is only for the equivalent of one unit, which would need to be multiplied by 2 or 3, which would be \$140-\$200 in addition to the \$335 solid waste fee, which equals \$500 a year in non-ad valorem taxes; some people are paying more in non-ad valorem than

in ad valorem taxes; people with homestead exemptions would benefit from anything through the ad valorem taxes not the non-ad valorem; not everyone is in your position and he is against the fees because they should be in ad valorem.

Karen Kempler, 30 Lee Drive, St. Augustine Beach, FL, agrees that a separate fee is needed for stormwater because it is the biggest threat; sea level rise is real, and we need to spend money protecting our homes and businesses and be prepared for more storms; there may be year-round storms in the future.

Mayor Samora closed Public Comment.

Mayor Samora said that the Commission needs to decide whether to move forward with this resolution because if it is not approved tonight then we would not be able to do the non-ad valorem until the next fiscal year. He asked how much a consultant would cost. Director Tredik advised that it depends on the scope and level of detail that is negotiated but he believes that it could be in the \$25,000 range to start the ball rolling and that some of the work could be done in-house but that he cannot do it all. We could control the cost to some degree and use the consultant for the things that we do not have the time to do.

Commissioner Sweeny asked what the basis would be for a legal challenge to this fee. Director Tredik advised that someone could challenge the ERU, that commercial would pay a lot more, or if undeveloped land is assessed, etc. and that we would follow models of other challenges that have won, which the consultant could provide.

Mayor Samora asked the Commission if the City needs a separate fee for stormwater or to hash it out in the budget every year.

Commissioner Sweeny said that she supports moving this forward because it does rise to the level of importance of a dedicated funding source so that we do not have to go through that battle each year and that she does not see things improving with flooding and stormwater management, so now is the time to take action.

Mayor Samora agreed that it is hard for Director Tredik to have a five or ten year plan when he does not know how much money he will have for stormwater every year.

Commissioner George said that she has been on the fence about this fee, that it needs to be addressed, but that she is still opposed to a non-ad valorem. She said that the Master Plan is not updated, and we just implemented a couple of other fees and that it is a timing issue.

Mayor Samora said that we have to be aware that it would either come from a millage increase or a non-ad valorem fee. Commissioner George said that we have faced a lot of unique circumstances over the last couple of years and unfortunately it has not allowed us to give money back to the residents by reducing the millage and for now she would prefer to handle it in the millage.

Commissioner England advised that she is torn because she believes that we are going to need both and that the City of St. Augustine probably has money in their budget and a stormwater utility fee. She said that she would support having a stormwater utility fee.

Motion: To approve Resolution 22-15 and approve advertising an RFQ for a consultant.
Moved by Mayor Samora, **Seconded by** Commissioner Sweeny.

Mayor Samora asked for a roll call vote.

Commissioner George No

Vice Mayor Rumrell Yes

Commissioner England	Yes
Commissioner Sweeny	Yes
Mayor Samora	Yes

Motion passed 4-1.

Mayor Samora asked when the Commission would see this again. Director Tredik advised that he would put the RFQ out right away and when he has the rankings that he would bring it back to the Commission. He advised that he would submit the resolution to the property appraiser and that the Commission may not see it again until spring after the information is gathered to present the ranges or it could be brought back midway through the process.

Mayor Samora said that the Commission has been provided a lot of good material. He requested that the Commission be provided with updated information as it comes in so that research could be done, and questions could be answered. Director Tredik advised that he could do an update before any decisions need to be made in April.

Mayor Samora moved on to Item X.2 and asked Director Tredik for his report.

2. Resolution 22-16, to Discuss and Adopt a Non-Ad Valorem Assessment for Solid Waste Collected from Vacation Rentals (Presenter: Bill Tredik, Public Works Director)

Director Tredik advised that he did not have a presentation, so he recapped by reading from the background information provided in the agenda packet. He advised that the elimination of the can count method provided some savings, but that it did not really pan out for the transient rentals. In October of 2022, the Commission voted to begin the process of a commercial solid waste non-ad valorem assessment to help deal with the issues from transient rentals. He advised that the same timeline exists for this, and a resolution needs to be passed today to make this happen for the next fiscal year so that we can notify the Tax Collector by January 1, 2023. He advised that this is less controversial than the others because it is not a new fee, it is just a transfer of how we are collecting the fee. He said that the action requested tonight is to pass Resolution 22-16.

Mayor Samora asked if the fee has to be the same as the residential non-ad valorem assessment. Director Tredik said no, and he advised that the Commission has the option of setting that fee. He said that transient rentals are similar home properties, and he does not believe that it should be less than the residential fee but that it would be the Commission's decision.

Motion: To approve Resolution 22-16. **Moved by** Commissioner George, **Seconded by** Vice Mayor Rumrell. Motion passed unanimously.

Mayor Samora moved on to Item X.3 and asked Director Tredik for his report.

3. Resolution 22-17, to Discuss and Adopt a Non-Ad Valorem Assessment for the Connecting of Private Buildings to Underground Power Lines (Presenter: Bill Tredik, Public Works Director)

Director Tredik advised that everyone is familiar with the 2nd Street project. He said that he would recap the background information from the agenda packet and then go over what needs to happen moving forward and what needs to be decided. He said that the project is now under construction and the sanitary lines and storm drains are in and it is moving along.

Director Tredik advised that the Commission authorized Florida Power and Light (FPL) to begin the design, which has largely been completed at this time [preliminary design from agenda book shown on overhead projector]. He said that it is fed from the east and the west, so we

do not need every house to provide an easement but that there are three property owners that have not granted easements, which is based largely on the uncertainty of the cost.

Mayor Samora said that the western half of 2nd Street is undergrounded, and he asked if it had any dependency on the eastern half. Director Tredik advised that there is some dependency but that it could be done without the eastern half. He said that FPL anticipated the eastern half going in so they would need to make a slight change to it. He said that we have everything on the western half to make it happen. He said that we still do not have a final plan from FPL, and we are in a time crunch to get conduit under the road or at least the crossing of the road.

Director Tredik advised that he is concerned about the eastern block and that we are in a bit of a predicament because of the cost. He said that none of the easements have been recorded yet and would not be recorded until we get all the ones needed. He advised that we are not there yet and that he does not believe that we will get there unless we can figure out the funding. He said that at the last meeting we talked about four different options, which he recapped from the information provided in the agenda packet and that the Commission agreed to move forward with Option #2 to advertise for a Public Hearing to consider the intent to implement a non-ad valorem assessment. He advised that this resolution would need to go through the same process with the Tax Collector, etc. He advised that we do not have solid numbers, all we have are preliminary estimates. He said that he thought it would cost \$34,000-\$52,000 for FPL plus the cost to underground other utilities. He said that there are other potential options, such as a special assessment, but it has challenges. He advised that the recommended action by staff is to pass Resolution 22-17 tonight. He advised that there are residents here tonight to speak about this and that he received an email of opposition that he forwarded to the City Clerk. He said that the feeling is that there have been two hurricanes and there was no need for line repair.

Mayor Samora asked if the utilities on the poles have been identified. Director Tredik said that he believed that there are two other utilities on the poles, which are probably Comcast and AT&T, but that he would need to verify that. Mayor Samora asked if the cost to underground those other utilities is bundled into this cost estimate. Director Tredik said no. He advised that he does not have firm numbers on that yet and he would have to see how they are fed but that they should not be as costly as FPL.

Commissioner Sweeny asked if the assessment range would be the \$34,000-\$52,000 or is this just the assessment for the connection fee, or the total cost for the assessment for this section of the street. Director Tredik advised that it is not the total cost, it is the assessment range potential, which is not being decided tonight. He said that those figures were provided to give an idea of the type of assessment and the overall value that it could be. He said that he would have better information by spring when the Commission would need to make the decision. He said that those figures are not necessarily divided between everyone because the first two properties are commercial, which would still be served from above, so they would not be assessed. It is divided between approximately ten lots and could be as much as \$5,000 per lot.

Vice Mayor Rumrell said that the \$5,000 is in addition to the \$750 FPL tariff per meter. Director Tredik said yes, and that the tariff is challenging because it would not be the same for each property such as the two properties on the west end that are already underground, which would have a smaller tariff. He advised that all those details could be worked out, but the question is, do we want to have this path as an option.

Commissioner George asked if this resolution would obligate the City to any approach as far as dividing that cost between the property owners, whether it be a fraction or a case-by-case

decision based upon the circumstances of each property. Director Tredik advised that he would need to confer with the City Attorney as we develop the ordinance.

Mayor Samora asked if different properties could be assessed different non-ad valorem fees. Finance Director Douylliez advised that it would be very challenging. She said that we would need to set a flat fee and then she would need to have some type of divisible number.

City Clerk Fitzgerald advised that this resolution does not obligate the City to any particular path so you can vote yes tonight and still change the path later. Director Tredik advised that he would continue to investigate other options, but he is trying to keep this option open for undergrounding otherwise it will not be part of this project.

Commissioner England advised that this Commission and previous Commissions have all said they want to underground utilities and it is in the Vision Plan. She would like to keep going and find a uniform way of approaching this. She believes that a special assessment is one of the best ways to do it, which could be paid by the owner over a specified number of years and if the property is sold, then it is paid from the proceeds and the City gets its money back. It is the best way to accomplish it in a uniform manner for the underground utilities that are a benefit to some of our more recent neighborhoods and the resiliency for the rest of the City. She advised not to back down or be fearful of going down this uniform path when there is an opportunity to underground utilities. She said that the City has a lot of trees and we do not want to cut a lot of trees down after storms and give up our hammock cover.

Mayor Samora asked Commissioner England to clarify whether she meant a special assessment or a non-ad valorem. Commissioner England advised that a special assessment is like a loan and putting a lien on a property, but there is a benefit to each individual property.

Commissioner George said that it raises questions about the applicability of a special assessment vs. a non-ad valorem, which is what we have before us. She asked staff if an analysis was done, is a special assessment not an option, etc. Commissioner England said that a special assessment would show up on a title search as a lien on the property and she was not sure if a non-ad valorem would show up unless it is not paid and then it becomes a lien.

Discussion ensued regarding that a special assessment shows if there is a transfer of the property and the special assessment would get paid; that a non-ad valorem would not be satisfied at closing and the new owner would continue the payments.

Finance Director Douylliez advised that she had a brief discussion with someone from St. Johns County who is knowledgeable about special assessments, and he went through their process. She said that they basically wait for a neighborhood to ask for the improvement, which must have at least fifty percent on a petition to move forward and then the County would begin to analyze the benefits, the costs, etc. That analysis then goes back to the community to decide if they still want the improvement, which needs seventy percent approval before the County would move forward. The assessment would be based on the improvement to each individual lot with larger lots possibly having a greater benefit. She advised that the City would have to come up with a benefit analysis similar to what the non-ad valorem is so that we could divide the cost and set a time frame.

Commissioner George said it sounds like we already have a system in place to proceed with a non-ad valorem and not for a special assessment. Finance Director Douylliez said yes. Commissioner George said that it sounds like there is not any other material benefit or impact other than the possibility of getting paid at closing, which neutralizes the question.

Finance Director Douylliez has concerns for the time frame of a non-ad valorem and its impact and/or delay on the project. Director Tredik advised that he cannot delay the project, but it

may end up costing a little more if we put the conduit in after the road is complete. Or we could do the change order knowing that we are going to pass this assessment down the road, get the conduit placed, and activate it as soon as possible. He asked for clarification whether a special assessment is a lien. Finance Director Douylliez advised that it is similar to a non-ad valorem on the taxes.

Commissioner Sweeny said that if we levy this assessment the residents could still deny the easement and then the City could not move forward with the project. Director Tredik agreed. Commissioner England said that the City would have the legal remedy to obtain that easement. Director Tredik said yes there is a legal remedy but then you are starting to pay for those easements and not get them dedicated. Commissioner England suggested to stand strong on this policy.

Commissioner George said we have the easements from the other property owners and could put the conduit in the road and wait until we voluntarily get the other easements. Commissioner Sweeny said that she has received emails from four owners so far and if we are only talking about ten lots, then that is almost half of them and she is struggling with moving forward. Commissioner George said that she has heard that there is a fairness issue and whether the mechanism would neutralize some of the concerns.

Mayor Samora opened Public Comments.

Jay Floyd, 111-A 2nd Street, St. Augustine Beach, FL, stated that in twenty years he has never had an FPL truck on his street; has lost power but it was somewhere else on the grid; there are several healthy large live oak trees, which are maintained by the owners; it is not in the Comprehensive Plan to underground the entire City; last year when the City decided to open up the end of 2nd Street the undergrounding was offered and it was his understanding that it would not cost the homeowners; there is no plan for the other utilities, so the poles would still remain; he is taking back his easement because he does not know how much it is going to cost; there was other recent paving done and there was no talk of undergrounding those utilities; if it were part of the Comp Plan, he would be ok with it.

Chris Barkett, 114 2nd Street, St. Augustine Beach, FL, is taken aback by where we are with this issue; in 2015 you decided to come in 1st Street and we were told it was a done deal; the Commission did not listen to the residents that did not want 2nd Street opened; the only reason he believes that it was brought back up was because a developer offered to pay for a fraction of the road to be cut through; we live there and are dealing with it and the pump that runs 24/7 smelling of diesel fumes; he and his wife are public educators; all he has heard tonight is that we are paying more for other things and inflation is going up but his salary is not; the money could be earmarked for something else that is more important to the residents; has never had a power line down in twenty years; we teach our kids not to make decisions before you have all the facts yet we are not getting all the facts to make this decision; there are several homeowners on 2nd Street that have no idea what is going on with their easements or the FPL Tariff, etc.; undergrounding is great but the cost has to be right; the City did not ask us, it is telling us, because you want to do it, not because it is what we want; the residents need to have a say in this.

Marc Craddock, 116 2nd Street, St. Augustine Beach, FL, is torn about this issue because he wants undergrounding to happen; it was the "olive branch" that was offered by this Commission in order to open 2nd Street, that as a concession the City would underground and pave the street, but the cost was not disclosed to the residents; he is willing to pay for undergrounding because it is important to him but he is an outlier from the residents that showed up tonight; suggested doing a cost-share with the residents to divide the cost to

encourage it and spread the cost over as long a period as possible; if the entire cost is going to fall upon the residents then he is starting to lean with the other residents because he feels a little bit duped because something was offered and then it was pulled back; he is for the undergrounding and is willing to pay for it, but not at the cost of his neighbors.

Jim LeClare, 115 Whispering Oaks Circle, St. Augustine Beach, FL, is for the undergrounding of utilities; Whispering Oaks already has underground utilities, and he believes this benefits the entire community; ask the citizens to vote to share the cost to help get it started and it could possibly keep going.

Mayor Samora closed Public Comments.

Commissioner George advised that the City is sharing the cost. In fact, the City is paying the entire cost except the individual connection cost, which is what is being discussed tonight. She said that you have to put that in context. Also, there is a procedure that the City has to go through just to keep the option open, which is the stage we are at now, to consider whether to keep the option open. It is a lengthy process to get to the point of being committed and that is why we do not have all the answers at this point. She said that the City is not trying to force this upon anyone without information, but it is the nature of the process unfortunately. We do not have all the costs for the other utilities, etc. and all those other things take a lot of time to gather so there is no purpose for them to outline it until we get all the information. She said that she would be uninterested in proceeding if the poles would be left behind for other utilities because it should never happen. She appreciates the financial hardship concerns as well.

Commissioner Sweeny advised that she is sensitive to putting this fee on the owners who are telling us that they do not want it and that undergrounding is not as important to them. She said that she is struggling to move forward with this since there are nearly half of the residents that do not want it and do not want to pay for it. She said that the argument that this one street is being singled out resonates with her and until we have a Comprehensive Plan for undergrounding utilities, funding for it, and a plan in place, that she has a hard time singling out a street whose residents say that they do not want it. She said that she cannot support this today.

Commissioner George advised that it is just because it would be substantially less expensive to do it on 2nd Street because of the extensive work that is already being done. Director Tredik advised that he did not believe that it would be substantially less but definitely less.

Commissioner England advised that the City does have a plan to underground utilities along A1A Beach Boulevard which is a start. She said that there may be other streets that come up before the Commission can actually talk about a Comprehensive Plan for the entire City, which she believed eventually would be undergrounded. She said that there are newer neighborhoods which are underground and are benefitting from that.

Commissioner George said that the decision to turn the road or not was about fifty-fifty and that there was no majority preference for one option. She advised that the decision was based on expert recommendations. She understands that it would leave half of the street unhappy. She said that she uses the 2nd Avenue bike path all the time and has seen that horrible pump but hopefully it would be done soon.

Mayor Samora said that there is an appetite for cost sharing on this even from residents that do not live there. He asked the City Attorney what precedent it would set if the City absorbed the cost of the connections. City Attorney Douglas advised that it would open the City up for an argument later down the line when there is a Comprehensive Plan in place and everyone wants a cost share for their connection fees.

Commissioner George said what if this was the so called “guinea pig” street and it could be written that it was done to see how it goes, therefore setting it apart from a larger Comprehensive Plan. City Attorney Douglas advised that he would prefer to see a rational basis for singling out 2nd Street for the cost share basis due to the existing construction in the area and strategy in terms of time for the cost savings. He advised that a future Commission could depart from that precedent of cost sharing.

Vice Mayor Rumrell advised that he is leaning with Commissioner Sweeny and that if the City did a survey and people knew how much it was to connect, that they may not be eager to connect. After the testimony from the residents today, he could not support moving forward either.

Commissioner George said for the record that it is \$2,750 to \$7,750, and even spread over ten years, it could be a lot for people.

Mayor Samora advised that that is not the decision before us tonight and that everyone wants us to move forward but how do we do it without burdening the residents. Vice Mayor Rumrell said that it is a slippery slope because Agenda Item 12 is undergrounding utilities on 4th Street between 2nd Avenue and the Boulevard. Commissioner George advised that it is also opening up the street, which is the same as we did on 8th Street, the west side of 2nd Street, and 12th Street. Vice Mayor Rumrell advised that there is a business on the corner. Commissioner George said that is just opening up the road and it is silly not to put the utilities underground, which is how we got here now.

Motion: To approve Resolution 22-17. **Moved by** Commissioner George, **Seconded by** Commissioner England.

Commissioner George advised that if this does pass, that it is critical to her for staff to get the resolution on the question of the other utilities and the poles for the next go around so that we know whether to proceed further and how to handle the cost. Director Tredik advised that the intent is to get them off the poles and not to leave the poles. Commissioner George advised that getting those figures would give resolution to a substantial issue.

Commissioner Sweeny asked if the homeowners would also have additional costs for the other utilities to reconnect. Director Tredik advised that there may be some additional cost but not to the level of FPL. Commissioner George advised that that is what we will want to know. Director Tredik said that he will find out the costs.

Mayor Samora asked for a roll call vote.

Vice Mayor Rumrell	No
Commissioner England	Yes
Commissioner Sweeny	No
Mayor Samora	No
Commissioner George	Yes

Motion fails 3-2.

Mayor Samora moved on to Item XI.

XI. CONSENT

(Note: Consent items can be approved by one motion and vote unless a Commissioner wants to remove an item for discussion and a separate vote)

4. Resolution 22-14, to Amend Section XII.4 of the Personnel Manual to Require All Non-Salaried Employees to Use Time Sheets for the Recording of Work Hours
5. Budget Resolutions:
 - A. 22-15, to Adjust Funding from the American Rescue Plan Act
 - B. 22-16 and 22-17, for Adjustments to the Fiscal Year 2022 Budget
- 5A. To Approve the Transfer of a High-Water Vehicle to the City of St. Augustine Fire Department

Motion: To approve the Consent Agenda. **Moved by** Vice Mayor Rumrell, **Seconded by** Commissioner Sweeny. Motion passed unanimously.

Mayor Samora moved on to Item XII.6 and asked Director Tredik for his report.

XII. OLD BUSINESS

6. Ocean Walk Subdivision Drainage Improvements: Update Report (Presenter: Bill Tredik, Public Works Director)

Scott Knowles, Matthews Design Group, 7 Water Street, showed designs from a PDF [Exhibit D]. He advised that they are currently permitting with St. Johns River Water Management District (SJRWMD), and he is expecting comments and the permit in the next few days. He said that they are at the point where they need to talk with the residents that are impacted as highlighted in yellow on Exhibit D-1. The reason for the impact is because they have to recreate the swales and install some pipes and each one of these residents will feel an impact of some sort. The biggest impact will be to the driveways, but there are four lots that will be more heavily impacted with new pipes going in between lots 14 and 15 and 28 and 30 Lee Drive and we will need to get the easements from them. He advised that lot 15 has some flooding issues as well and there is an opportunity when we bring the pipe through to relieve some of that flooding by simply adding another inlet on the pipe. He said that between lots 6 and 7 has a pipe going through it and he is not sure if they have a clear easement so it would need to be cleared up because part of the project requires them to replace that pipe with a larger one. He said that he is trying to avoid standing water in the driveways as shown on Exhibit D-4 and to use pass-through trench drains as shown on Exhibit D-5, which is basically a pipe with a trench drain over top. He said that a lot of the homes have driveways that slope towards the garage, and this will help fix some of those flooding issues. They are fairly easy to maintain, and work well with paver driveways. He advised that the lift station is being permitted right now with SJRWMD and that it would be fenced in as shown on Exhibit D-8 and will not be seen or cause a visibility issue with traffic.

Commissioner George asked how tall the fence would be. Mr. Knowles said that it would be six feet tall. Commissioner George asked if there would be any landscaping around it. Mr. Knowles said no. He would suggest doing some landscaping, but to keep in mind that it is close to a roadway intersection and landscaping would need to be low to not cause any traffic visibility issues or interfere with powerlines. Commissioner George suggested using bushes. Mr. Knowles said that bushes would help mask it a little bit.

Mayor Samora asked if the pumps were quiet. Mr. Knowles advised that the pump would be fairly quiet, it is an electric motor and that he believed that the closest resident probably would not hear it. He said that you would hear it if you were standing next to it.

Mayor Samora asked how the resident input would be done. Mr. Knowles advised that he would suggest a workshop meeting because most residents would probably have questions. He said that the pros of the project outweigh the cons.

Commissioner George asked who is funding the driveway improvements. Mr. Knowles advised that it is part of the grant and those driveway improvements are needed to get the water out. Commissioner George asked if it would be a trench underneath a grate. Mr. Knowles advised that it is an open pipe under the grate that would carry the water from one side of the driveway to the other. Commissioner George asked if there would be enhancements to the swales. Mr. Knowles said yes because if we put pipes in then we have to make the swales much deeper and would try to keep the impact to any trees low.

Mayor Samora opened Public Comments.

Karen Kempler, 30 Lee Drive, St. Augustine Beach, FL, is glad that it is moving forward; appreciates the efforts of the City and Vice Mayor Rumrell to bring in two pumps during the recent storms; believes that a workshop would be very helpful.

Mayor Samora thanked Mr. Knowles for his update. He moved on to Item XII.7 and asked Director Tredik for his report.

7. LED Streetlight Conversion: Approval of Phase 3 Contract with Florida Power and Light (Presenter: Bill Tredik, Public Works Director)

Director Tredik read the background information as provided in the agenda packet and advised that Phase 3 would convert the remaining 124 fixtures with a 42-watt LED fixture. He showed a map with the phases as provided on Page 2 of the agenda packet and said that there will be two new lights at the entrance to the Ridge, which has some dark areas, and will make it much safer for pedestrians.

Director Tredik said that turtle lights have come up in the past and at the time they did not have a good shield solution, so we are looking at amber lights for the twenty-five locations that we turn off the lights each year during turtle season. He advised that the amber lights could stay on during turtle season and have a little larger footprint of ground illumination, but they cost more and are actually a higher wattage, so they use more electricity. He advised that FPL now offers a shroud for the new 42-watt fixture such as those in Flagler Beach. The shroud comes down about three inches or it could be customized in some cases, it would not be able to be seen from the beach and should not be a disorienting factor to the sea turtles. He said that the 42-watt LED fixture would also actually reduce the City's cost by a few thousand dollars over the year. He said that he did not see any reason to go with the amber when the shroud appears to protect the turtles and would give a uniform consistent look throughout the City. He advised that his calculation took into consideration four feet below mean sea level as the turtle's view to ensure that the lights were not in their line of sight, and he is comfortable with it. His recommendation is to go with the 42-watt LED fixture for all of them and shroud the ones that are needed. He said that if any of the shrouded lights ever become visible from the beach that they could be turned off or converted to amber.

Director Tredik advised that the two new lights going in at 11th Street/Ridgeway Road do not have poles right now or underground wires and there is a one-time fee of just under \$1,300 to initiate the installation and a \$47.63 monthly fee, which includes an \$18.39 additional charge for the underground wires. He said that the action requested is to authorize the City Manager to execute two LED Lighting Agreements with FPL.

Commissioner Sweeny asked if the two new lights on 11th Street would be on the north or south side. Director Tredik advised that they would be on the north side and may need to be shrouded if they are an issue for the homeowners.

Mayor Samora asked if Director Tredik spoke to St. Johns County Beach Services regarding amber vs. shrouded lighting. Director Tredik advised that he sent them an email notifying

them that he would be talking about it at this meeting, and he did not get a response. Mayor Samora said that he wished we had something from them because they can be very particular about the lighting. Director Tredik advised that they are used at Flagler Beach, and they work, but that he understands the concern and that is why he invited them to this meeting.

Commissioner George asked if they have been used anywhere else in St. Johns County yet. Director Tredik said not to his knowledge.

Commissioner Sweeny asked how quickly this would move forward if approved. Director Tredik advised that the agreements would be initiated right away with FPL and that it would probably be at least a few months before they actually start. He said that last time it took about three or four months before we saw anything happening and that the goal would be to get them changed out before May 1st when turtle season happens again. Commissioner Sweeny asked if the City would have time if there were an issue.

Mayor Samora suggested to have St. Johns County Beach Services sign off on the design before moving forward. Director Tredik said that he could work those details out and not sign the agreement unless the County signs off on it. Mayor Samora said that he would feel much more comfortable with that. Director Tredik said that it would not need to come back as long as they signed off on it.

Mayor Samora opened Public Comment.

Commissioner-Elect Virginia Morgan, 208 Bluebird Lane, St. Augustine Beach, FL, is pleased to hear about the 11th Street lights; uses that stretch of road a lot and it is very dark.

Mayor Samora closed Public Comment.

Motion: To authorize the City Manager to execute an LED lighting agreement with FPL, and with St. Johns County Beach Services' permission, for conversion of the 124 70-watt HPS lights to 42-watt 3,000 K LED fixtures, twenty-five of the 124 converted streetlights will be shrouded for turtle protection, and the addition of two 59-watt 3,000 K LED streetlights along 11th Street, east of Mickler Boulevard. **Moved by** Vice Mayor Rumrell, **Seconded by** Commissioner Sweeny. Motion passed unanimously.

Mayor Samora moved on to Item XII.8 and asked Building Official Law for his report.

8. Code Enforcement: Continuation of Discussion of Request to Hire Second Code Enforcement Officer (Presenter: Brian Law, Building Official)

Building Official Law advised that additional information has been provided at the Commission's request and that some of it was performed by the City Manager's staff with typical rates based on some of the rental companies. He said that this is going to be a two-pronged approach by first asking the Commission to decide if there is a need to hire a second Code Enforcement Officer, and if so, then we could move into the funding mechanism. He said that the Commission had a month to think about it and has seen the additional information. He said that his stance is still very clear that the City needs a second Code Enforcement Officer. He advised that the Code Enforcement Board heard this at their last meeting and that he has included those minutes and a summary of their recommendation of yes at \$450 for transient rental inspections.

Mayor Samora said that it was good information that was brought back and that he appreciated the good discussion from the Code Enforcement Board. He advised that he did not believe that there was ever any issue by the Commission of the need for it.

Vice Mayor Rumrell said that the information provided was great. He said that if there are 251 transient rental inspections for fiscal year 2022, that if you did one a day and divided that

by five workdays per week, that it would take 50.8 weeks just to do the transient rental inspections, which does not include other duties such as tree inspections, etc. The information provided specified about two hours per inspection, which is a quarter of a workday. He said that he completely supports it.

Commissioner George said that all the factors add up, but she is still on the fence of full-time vs. part-time. She is hearing loud and clear that it needs to be full-time.

Commissioner England said that she supports it. She has read the minutes and reports about how long it takes to bring a code violation to fruition. She asked how often a homeowner will claim they never received a code violation notice. Building Official Law said that it happens more than not, which is why we exercise our ability to hand-deliver, leave door knockers, send certified mail, etc. Commissioner England recommended that if there is no response within a certain time frame after the second notice, to pass the fee on to the homeowner. Building Official Law said that traditionally that is what they do and once it goes to the Code Enforcement Board that is to try to get compliance and allows about a month to fix the case. He advised that once it is advertised then that person is summoned to the Board whether they come into compliance or not because the City has spent additional revenue for staff time and the cost of the legal advertising. If compliance was not achieved, then the Board would decide on what fine to levy per day.

Commissioner England said that it is not just about the inspections and that this could allow for the code violations to be moved to a resolution much quicker and having an extra Code Enforcement Officer would help and she supports it.

Mayor Samora said that we have support for the position and now we need to pay for it. He said that the proposal is to raise the transient rental inspection fee to \$450 per unit from \$125, which was a recommendation from the Code Enforcement Board. He asked if there were any other options. Building Official Law advised that this option was one that he had control over, or that the Commission could raise the fee to whatever they want and the Finance Director would need to pull money from the reserve. He said to keep in mind that this option is to be able to self-fund it.

Mayor Samora asked when the new fee would go into effect. Building Official Law recommended that it should not go into effect until at least January of next year to allow for finishing up with the straggler transient rental inspections. He advised that he would like to see a thirty-day moratorium for any appeals.

Commissioner Sweeny asked how many code violation complaints are received for transient rentals. Building Official Law advised that he receives a substantial amount complaining about illegal transient rentals, which are hard to investigate and take a long time. Commissioner George asked about the licensed rentals. Building Official Law advised that they are mostly handled by the Police Department because Code Enforcement does not operate at night, and they would provide a report the next business day. He reminded the Commission that the City Manager has the authority to remove a Business Tax Receipt (BTR).

Mayor Samora asked if the revenue generated from the increased fee would be seen this fiscal year. Building Official Law said yes because the majority of the inspections begin August 1st. City Clerk Fitzgerald advised that the first annual notice goes out August 1st because BTRs expire on September 30th each year and the 2nd notice with a 10% late fee just went out at the beginning of November. Building Official Law advised that he has actually put up his inspections a month ahead of time because there are so many inspections and the two or more hours it takes for each. Commissioner George advised that she has never scheduled her property's inspection unless it is vacant.

Mayor Samora opened Public Comment. Being none, he closed Public Comment.

Commissioner George advised that we just calculated that it is about a quarter of the time to do the inspections with one full-time employee. She said that she was approached by a neighbor who thanked her for advocating against quadruplicating the fee. She is definitely opposed to increasing the fee across the board without consideration for the size or the value of the rentals. She said that it is not that it is too much all at once, but that the employee is only going to spend about a quarter of their time on that specific task. She said that calculating from the 25% rule, factoring in additional for a vehicle and other costs, even if it was paying half of it, but to pay almost double the salary and benefits cost just to be an additional revenue source is disproportionate considering that some of the rentals are only getting \$70-\$80 a night. She said that if we want to stick with a flat fee that she would suggest that the increase should not be more than double the existing fee, which is about half of what is proposed or to create a tiered system based upon the number of bedrooms, which might end up generating a lot more revenue and would not be that difficult. Building Official Law advised that the City of St. Augustine implements it, it is not difficult, it would be on the Property Appraiser, and would just mean getting creative with a computer program. He said that there would be complaints, and people may lie about the number of bedrooms, and that is something that we would not be investigating or try to find the listing, etc. Commissioner George advised that there are so many other things in our Code such as the number of bedrooms, which ties in with how many people are allowed to sleep there plus the Officer could count the number of bedrooms during the inspection. Building Official Law advised that it would basically become the honor system and he could create the computer program for it but there is no definition of a bedroom in the Florida Building Code. He said that there is an unwritten rule that a bedroom had to have a closet, but he would challenge anyone to find that rule.

Commissioner England advised that the registration is a tiered rate, so why not have the registration and the inspection fee be the same. Building Official Law advised that the initial registration fee is approximately \$96.25 and once you are established within the City then you only pay the annual inspection fee and then the BTR fee. He advised that we do a flat registration fee because the more tiers, the more chances of human error.

Vice Mayor Rumrell advised that he liked the recommendation from the Code Enforcement Board. He said that every rental he saw showed an average of \$178 a night. Commissioner George asked where that data came from. Vice Mayor Rumrell advised that it was from Endless Summer Vacation Rentals. Commissioner Sweeny advised that she just did a search of her Airbnb app and the cheapest rental for a week in January in St. Augustine Beach would be \$90 for one person staying. Commissioner George advised that January is also snowbird month, that she actually manages her own unit and has talked to other people and is speaking from that experience.

Commissioner England said that we have spent a lot of time redoing the trash collection fees and we do not subsidize trash collection. She said that the short-term rental is a special program that should not be subsidized by the General Fund and should be funded through fees. She said that she still likes the tiered registration fee, and the inspection fee should match the registration.

Commissioner Sweeny said that she is alright with a flat fee, and she agreed that the program should fund itself. Mayor Samora agreed with that as well. Commissioner Sweeny said that is why she asked the question about the number of complaints because this stretches beyond just inspections and that the fee should help cover the cost of investigating those complaints. She advised that she agrees with the proposal as is.

Mayor Samora asked if this would need to be brought back to the Commission. Building Official Law advised no, only a resolution for the fee schedule and that the budget would potentially need to be amended.

Mayor Samora said that he has heard a consensus that the Commission wants this to fund the cost of the program. Commissioner George asked for clarification of what is meant by “program”. She asked if it was for the salary for the new Code Enforcement Officer because he did not indicate that there was a lot of Code Enforcement work on licensed transient rentals. Building Official Law advised that most of those would be Police calls, and if they feel that it was resolved, then Code Enforcement does not launch a Code Enforcement case. He said for the most part he believed that the City has responsible transient rental owners. He said that there are other expenses as well such as vehicles, computers, etc.

Mayor Samora asked if the City is going to have two Code Enforcement Officers, what percentage of a two-person Code Enforcement Department would be allocated to these transient rental inspections. Building Official Law advised that regular inspections would be split up because having one person do one specific job does not support his ultimate mission of well-rounded training. He said that Mr. Timmons is the most popular person in the City right now and that half of the people that have walked into the office for the past three months want to see him, but he is almost never there because he is out doing inspections. He said that sometimes transient rental inspections go really well and other times they do not.

Commissioner England said that if you look at the additional cost of another Code Enforcement Officer at \$70,000, plus administrative fees of licensing and renewals, plus gas, it would be close to \$100,000 for the program for a year. So, if we need to fund a \$100,000, then just come up with the appropriate fee.

Commissioner George asked if this was factoring in the BTRs. Building Official Law advised that BTR fees can only be increased every so many years by a certain increment. City Clerk Fitzgerald advised that the annual fee for transient rentals is \$30.19, which can only be raised by 5% every two years. She said that the BTR fee and the inspection fee both go into the General Fund, so it is going to the same program, but we do not have the mechanism to raise the BTR fee the same way as the inspection fee. She said that the BTR fee has to follow State Statute. Commissioner George said that her point was how much money on it is already being generated by the BTRs. City Clerk Fitzgerald advised that she believed that the BTRs for every business, not just transient rentals, generated around \$28,000 a year.

Mayor Samora advised that it sounds like we are on the path to try to cover the additional cost from fees that we are going to generate.

Commissioner Sweeny advised that she is comfortable with it because it is also in line with surrounding jurisdictions. Commissioner George advised that downtown has the tiered system and that she would be an advocate for \$125 for a one-bedroom, \$250 for a two-bedroom, \$375 for a three-bedroom, etc. Mayor Samora pointed out that downtown’s tiered system starts out at \$295.

Commissioner George said that she gets that it is a business, but it is unprecedented to quadruple a fee and that she would stand up for the people and suggest that we not do that radical of an increase in one year.

Mayor Samora said that it sounds like we need to raise our base fee and double it to \$250, and that the spread is not that much if you add another \$50 per bedroom. That complexity of it is worth the trouble to save \$50-\$100. Commissioner George asked if the Mayor would support an increase to \$250. Mayor Samora said that he did not believe that it would cover the cost of the program. Commissioner George said that it would be close to the salary and

the \$450 would generate \$120,000. Mayor Samora advised that the Code Enforcement Board went through it and said that \$400 would fall short. Commissioner George said that Page C of the agenda item cover memo showed that a \$500 fee would bring in \$118,500 per year and so half of that would bring in nearly \$60,000 per year. Building Official Law advised that those numbers would have come from the chart, which shows different fees and to keep in mind that you would need to subtract the \$125 that the City is already generating from the program. Commissioner George asked why the \$125 base would not be included. Building Official Law advised because you are already partially paying for one Code Enforcement Officer so you cannot include it and would have to look at the difference to fund the new position. Commissioner George said that you do not need one and a quarter of an Officer to handle this, it is only one officer. Building Official Law said that you are trying to come up with a linear number and there isn't one because Code Enforcement is all over the board and it is at the will of the people. He said there is no number that he could provide to say that a Code Enforcement Officer spends twenty-five percent of their time performing transient rental inspections. Commissioner George said that she was just talking about the logic of using the mechanism to fund a position or not, and if you are, then you would also have to factor in the existing base. Building Official Law said that is why Page 13 in the agenda book shows the total inspections and the difference in revenue. Commissioner George is disputing that you would need to look at the difference and instead look at the whole thing to figure out how much money you have for the program. Building Official Law advised to just add the two numbers together. Commissioner George said yes. Building Official Law said that you can look at any way you want, but it was easier to break it up that way.

City Clerk Fitzgerald advised the Commission to remember that there are two separate issues; one is whether to hire a new Officer and two is whether to increase the inspection fee.

Motion: To hire a second Code Enforcement Officer and change the fee structure to increase the transient rental inspection fee to \$450 per unit. **Moved by** Vice Mayor Rumrell, **Seconded by** Commissioner Sweeny.

Mayor Samora asked for a roll call vote.

Vice Mayor Rumrell	Yes
Commissioner England	Yes
Commissioner Sweeny	Yes
Mayor Samora	Yes
Commissioner George	No

Motion passes 4-1

Building Official Law advised that he would bring a resolution back in December for the fee schedule and he would begin the process of internal hiring, if there are no applicants then he would go external. He advised that he would not start a new position until after the holidays.

Mayor Samora moved on to Item XII.9 and asked Planner Jennifer Thompson for her report.

9. Ordinance 22-13, First Reading, to Vacate Alley between 1st and 2nd Streets, West of 2nd Avenue, Block 32, Chautauqua Beach Subdivision (Presenter: Jennifer Thompson, Planner)

Planner Thompson advised that the Commission saw this back in September to vacate the alley between 1st and 2nd Streets, west of 2nd Avenue. She said that seventy percent or more of the residents on the street gave their consent in writing to have the alley vacated.

Mayor Samora opened Public Comment. Being none, he closed Public Comment and asked the City Attorney to read the preamble. City Attorney Douglas read the preamble.

Motion: To approve Ordinance 22-13. **Moved by** Commissioner George, **Seconded by** Vice Mayor Rumrell. Motion passed unanimously.

Mayor Samora moved on to Item XII.10 and asked City Manager Royle for his report.

10. Memento of City: Review of City Coin (Presenter: Max Royle, City Manager)

City Manager Royle asked what the purpose of the memento would be. He said that if it is to pass out to a bunch of people, such as at a Florida League of Cities dinner, that he did not think the Commission would want coins that would cost \$5 or more each because it could add up quickly. He said that lapel pins are very cheap, but to have a more attractive memento, you would choose one type for special guests, special events, etc. like we used to do with the City keys.

Mayor Samora said that he believed that the original intent was to fall somewhere in between and not a key to the City or a pin that we would give to everyone that we meet. He said that it should be something that would be honorary. City Manager Royle said that the Commission would need to decide if you want the coin type or the key type.

It was the consensus of the Commission to go with a coin type memento.

City Manager Royle advised that he would get something mid-priced and that ordering a greater quantity would make the price go down. He said that he would bring it back to show the Commission before placing the order.

Mayor Samora asked the City Clerk if she needed any further direction. City Clerk Fitzgerald advised no. She said based on the instruction given by the Commission in prior meetings that she pulled the quotes, which are included in the book. She said that this is an unbudgeted item for this fiscal year, so we will need to find the money somewhere for them. She suggested to develop a resolution to specify how and when these can be given out, which would be helpful to control the usage of them.

Commissioner England suggested that they be given out at the recommendation of the City Manager or a Commissioner. Commissioner Sweeny suggested that each Commissioner be given a set amount. Mayor Samora and Vice Mayor Rumrell agreed with Commissioner Sweeny's suggestion.

Commissioner George said that she was under the impression that we are allowed to bring in any garments and ask to have the City seal embroidered on it. Mayor Samora said that it came up because of the recent storms and he wanted to have an identifiable City shirt on while out in the neighborhoods. City Manager Royle advised that he has seen hats with the City of St. Augustine Beach stitched on them. Commissioner George advised that she would want it to be the official City seal. Mayor Samora said it should be official for instance when we go to the Emergency Management Center. City Manager Royle advised that he would look into it.

Commissioner George said in the past the City Clerk would take my garment and have it embroidered. City Manager Royle advised that he did not recall that, but that the City orders shirts for the Commissioners that have the City seal on them. Commissioner George said that she would always bring her garment in because you do not know what the quality of the shirts are from the catalog, plus it would be cheaper to bring in your own. City Clerk Fitzgerald advised that she did not know if the City's embroidery company would allow that because currently we have to order all the clothing items through them. Commissioner George asked the City Clerk if she would find out. City Clerk Fitzgerald said that it is through a local company

called American Crossroads Apparel. Commissioner George asked how you would be able to try them on. City Clerk Fitzgerald said that you would not be able to and for the most part we order the same things over and over again. Commissioner George said that if we have to go through that company, then to get some hats.

Mayor Samora opened Public Comment.

Jim LeClare, 115 Whispering Oaks Circle, St. Augustine Beach, FL, said that the Blue Angels have a "Challenge Coin", which is engraved and is three dimensional but costs about \$200 each.

Mayor Samora close Public Comments. City Manager Royle advised that anyone wanting a shirt should just let him know the size and color.

Mayor Samora moved on to Item XII.11.

11. Resolution 22-13, to Amend the City Commission's Policies and Procedures Manual Regarding When City Commission Meetings are to End (Presenter: Max Royle, City Manager)

Mayor Samora advised that there was one simple change that was made to the resolution and that the Commission would vote to extend meetings as needed.

Mayor Samora opened Public Comments. Being none, he closed Public Comments.

Motion: To approve Resolution 22-13. **Moved by** Vice Mayor Rumrell, **Seconded by** Commissioner George. Motion passed unanimously.

Mayor Samora moved on to Item XIII.12 and asked the City Manager for his report.

XIII. NEW BUSINESS

12. 4th Street between 2nd Avenue and A1A Beach Boulevard: Consideration of Assessment to Pay for Paving and the Undergrounding of Power Lines (Presenter: Max Royle, City Manager)

City Manager Royle advised that this the section of 4th Street just north of Tides Oyster Company. Some of it has old pavement and the lot owners farther to the west on the north side want to improve their property. He said that the property on the south side down to 2nd Avenue is owned by the same owner as the Tides Oyster Company and that he does not know if they agree or not. He advised that the purpose of this is to open the street for the lot owners on the north side to gain access to their properties and develop them. Opening the street would make the lots on the south side very valuable. He said that everyone that has a lot that borders it should share in the cost to open it. He said that we have done it on A Street, 8th Street, 2nd Street, etc. and that he would like the Commission to consider an assessment mechanism to pay for the cost to pave and underground the utilities.

Mayor Samora said that there are four different actions that we are being asked to consider tonight: 1) a revenue mechanism to cover the cost of paving; 2) whether or not it would include the undergrounding of the utilities; 3) the project cost; 4) whether or not 4th Street would connect through to 2nd Avenue. He advised that in his opinion we already have a model for this from the 2nd Street project in regard to the fee structure and the costs and that he does not think that we should deviate from that. The rest of the Commissioners agreed. Mayor Samora said that we have set a fairly strong precedence on undergrounding the utilities as part of it.

Mayor Samora advised that there were some people that said they wanted it to end in a cul-de-sac and that the information shows some differences in the rights-of-ways between 8th and 4th Streets. City Manager Royle advised that 4th Street is forty feet wide and 8th Street is

sixty feet wide. Commissioner George pointed out that there has been no input from the owner of Tides Oyster Company and that before a decision is made, she would like to hear from the property owner. She said that it is a different situation where the cul-de-sac is on the west side as opposed to blocking off access to the Boulevard for the property owner on the east side. She said that there was a City owned plaza on the west side on 8th Street and that she would like to get official feedback from the property owner. Mayor Samora agreed that the City needs more feedback on that portion of it but that we do not need to sort that out tonight.

Vice Mayor Rumrell asked if anyone has reached out to Tides Oyster Company. City Manager Royle advised no because they have been concentrating strictly on how to fund the opening the street. He said that he believed that the owner now lives in New Jersey, and he would see if there is a way to contact them. Commissioner George said that they may not care, but that it is inappropriate not to reach out to them. The Mayor agreed.

City Manager Royle confirmed that the question to the Tides Oyster Company owner would be to either open it through to 2nd Avenue or to a cul-de-sac. Commissioner George said yes and whether they care about having access to the road or having the road opened across to the area that they are already using. She said that they probably would not want that and to explain the whole situation to them by phone or send them a letter. City Manager Royle said that if we are opening it up and requiring the people on the north side to pay, whether the owner of the Tides Oyster Company wants the street opened or not is not pertinent because he is going to benefit tremendously after these people pay to open it and it would make the value of those lots go up.

Commissioner Sweeny asked if we were asking that owner about opening the road or whether to be a cul-de-sac or go through. City Manager Royle said that is his same question. Commissioner Sweeny said that she thought we were just asking him about the cul-de-sac.

Commissioner George asked if we have ever required a ratio of how many property owners wanted it before we did it. City Manager Royle advised no. Mayor Samora advised that he did not believe that we have anything codified requiring us to do that. He said that the Tides Oyster Company also owns the whole south side of the street. Commissioner George said that he may be represented by Mr. Whitehouse. She advised that he gestured “no”.

James Whitehouse, St. Johns Law Group, 104 SeaGrove Main Street, St. Augustine Beach, FL, advised that he is here on behalf of the two north middle lots, HVG Properties. He said that he also used to own the ones in the front but now Ginn and Patrou Holdings is moving forward with their commercial development. He said that he thinks the City has decided to use that part, but it would be much better if it were a road for them too. He said that others are also trying to move forward with their property improvements, but they can’t because there is no road. He said for vacating an alley that a percentage of agreement is needed. He said that his client’s position is that he would like to move forward in the same fashion that was done for 2nd Street. He advised that he did not know what their position is on the south side, but it is an unopened right-of-way that could be opened like 2nd Street. He said that his clients do not mind if it is a cul-de-sac, but it is a small turn-around for emergency vehicles and sanitation. He said that it is also his understanding from the Police Department that through streets are much better. He advised that that does not need to be decided tonight and just a motion going forward would be great for his clients.

Mayor Samora opened Public Comment. Being none, He closed Public Comments. He said that we need to start the process of notifying the property owners with the intent of opening the street and structure it the same as 2nd Street. Commissioner George said that everyone

benefitting should contribute. Commissioner England suggested that we be consistent and go straight through rather than a cul-de-sac for safety, etc.

City Manager Royle advised that he has the direction that he needs.

Mayor Samora moved on to Item XIV.

XIV. STAFF COMMENTS

Chief Carswell advised that there is a “Cops and Claus” event coming up in December, which he would discuss at the December meeting.

Public Works Director Tredik advised that they are still cleaning up from the storm and trying to get Splash Park back open this week. Mayor Samora asked if the A Street sidewalk was still planned for after Thanksgiving. Director Tredik advised that it is still on schedule and that they would be putting out doorhangers this week unless he finds out that it has been postponed. Mayor Samora asked if the Army Corps of Engineers has been back to assess the beach. Director Tredik advised that the Army Corps and the County are going out Tuesday.

Commissioner England asked the City Manager for an update on the Vision Plan. City Manager Royle advised that the City Clerk provided notes from the Vision Plan Workshop, SEPAC Member Craig Thomson provided some additional material, and Chief Carswell provided his comments. He said that the parkettes to plazas changes have been done and that there is a copy in her mailbox. He advised that SEPAC would be reviewing it at their meeting, and he would see what comes from that, but that it may be too short of a time frame to get it to the Commission for the December meeting. He said that Commissioner England is always welcome to come see us after she leaves the Commission, or she could join SEPAC.

Mayor Samora advised that SEPAC meets here Thursday, November 17th and the Thanksgiving holiday is November 24th and 25th, that City officers would be closed both days and that the trash schedule would be adjusted accordingly. He reminded everyone that the Beach Art Walk is November 26th from 2:00 p.m. to 7:00 p.m.

Mayor Samora moved on to Item XV.

XV. ADJOURNMENT

Mayor Samora asked for a motion to adjourn.

Motion: to adjourn. **Moved by** Vice Mayor Rumrell, **Seconded by** Commissioner George. Motion passed unanimously.

Mayor Samora adjourned the meeting at 9:32 p.m.

Donald Samora, Mayor

ATTEST:

Dariana Fitzgerald, City Clerk

MEMORANDUM

TO: Mayor Samora
Vice Mayor Rumrell
Commissioner England
Commissioner George
Commissioner Sweeny
Commissioner-Designate Morgan

FROM: Max Royle, City Manager 

DATE: November 17, 2022

SUBJECT: Plaque to Commissioner Margaret England for 14 Years of Service to the City as Mayor, Vice Mayor, Commissioner and Member of the Comprehensive Planning and Zoning Board


Commissioner England was appointed as an alternate member of the Planning Board in April 2004. She became a regular member of the Board in November 2004 and served until the fall of 2008, when she moved out-of-state for work-related reasons. When she returned, she was appointed as a regular member of the Board in November 2013.

In the fall of 2014, she was elected to the City Commission and began her first term in January 2015. She ran again in 2018 and began her second four-year term as a Commissioner in January 2019. She served as the City's Vice Mayor in 2017 and as Mayor for two years: 2020 and 2021. With the expiration of her second four-year term on December 31, 2022, she has decided to retire from public office.

We certainly hope that she remains involved with City matters and whenever she has concerns or suggestions she attends Commission meetings or contacts members of the Commission and City staff by phone or email.

MEMORANDUM

TO: Mayor Samora
Vice Mayor Rumrell
Commissioner England
Commissioner George
Commissioner Sweeny
Commissioner-Designate Morgan

FROM: Max Royle, City Manager 

DATE: November 15, 2022

SUBJECT: Ordinance 22-13, Final Reading, to Vacate the Alley between 1st and 2nd Streets,
West of 2nd Avenue, Block 32, Chautauqua Beach Subdivision

At your September 12, 2022, you held a public hearing on the request to vacate this alley, and you approved the vacation of it. The Comprehensive Planning and Zoning Board at its August 25, 2022, recommended that it be vacated.

The City Attorney has prepared the attached ordinance, which you passed on the first reading at your November 14th meeting.

ACTION REQUESTED

It is that you approve Ordinance 22-13 on final reading.

ORDINANCE NO. 22-13

AN ORDINANCE OF THE CITY OF SAINT AUGUSTINE BEACH, FLORIDA, MAKING FINDINGS OF FACT; VACATING A PORTION OF THE PUBLIC ALLEY LOCATED ON THE WEST SIDE OF THE RIGHT-OF-WAY OF 2ND AVENUE BETWEEN 1ST AND 2ND STREETS ADJOINING LOTS 1-16, BLOCK 32, CHAUTAUQUA BEACH SUBDIVISION, WITHIN THE CITY OF SAINT AUGUSTINE BEACH, FLORIDA; AUTHORIZING RECORDING OF A CERTIFIED COPY OF THIS ORDINANCE; AND PROVIDING AN IMMEDIATE EFFECTIVE DATE.

WITNESSETH:

WHEREAS in May of 2022, Mr. Paul Crage, of Lots 8, 10 & 12, Block 32, Chautauqua Beach Subdivision, Saint Augustine Beach, Florida, submitted an application for the vacation of the public alley located on the West Side of 2nd Avenue between 1st and 2nd Streets adjoining lots 1-16, Block 32, Chautauqua Beach Subdivision, within the City of Saint Augustine Beach, Florida.

WHEREAS a condition of the vacation of the alley is the creation of a perpetual utility and drainage easement to the City over the full width of the vacated public alley.

WHEREAS all property owners agree by accepting this vacation of the City's public alley that any grading modifications within the easement are subject to the review and approval by the Public Works Department of the City of Saint Augustine Beach, no adverse drainage impacts shall be made to adjacent or upstream properties, planting of any large shrubs or trees within the easement must be approved by the Public Works Department of the City of Saint Augustine Beach. All vegetation placed within the easement is subject to removal for construction or maintenance purposes, and the cost of moving or replacing any items, which can include but are not limited to fences, trees, plants, and retaining walls may be removed by the City at the cost of the property owner and the City is not responsible for any cost of replacement.

WHEREAS the property owners agree that by accepting this vacation of the City's alley that no part of the easement may be deeded into any conservation easement which would prevent the construction, maintenance, and use of the vacated alley for the purposes of utility and drainage improvements.

WHEREAS the Planning and Zoning Board reviewed the application at its August 25, 2022, meeting and, by unanimous vote recommended to the Commission that the alley be vacated subject to the condition that the standard utility and drainage easement for maintenance and future use of utility and drainage facilities be included in the ordinance to vacate the alley.

WHEREAS, on September 12, 2022, the City of Saint Augustine Beach heard a request to vacate the Alley on the West Side of 2nd Avenue between 1st and 2nd Streets adjoining lots 1-16, Block 32, Chautauqua Beach Subdivision.

WHEREAS the City Commission finds that it is in the best interests of the citizens of Saint Augustine Beach, Florida that the alley on the West Side of 2nd Avenue between 1st and 2nd Streets adjoining lots 1-16, Block 32, Chautauqua Beach Subdivision be vacated, subject to the reservation of a public utility and drainage easement over the entire alley to be vacated.

NOW THEREFORE BE IT ORDAINED BY THE PEOPLE OF THE CITY OF SAINT AUGUSTINE BEACH:

SECTION 1. The foregoing recitals are incorporated as legislative findings of fact.

SECTION 2. The City Commission does hereby find that the alley on the West Side of 2nd Avenue between 1st and 2nd Streets adjoining lots 1-16, Block 32, Chautauqua Beach Subdivision, within the city limits of Saint Augustine Beach, Florida, as more particularly described and shown on **Exhibit "A"**, attached hereto and made a part hereof, is hereby vacated, subject to the reservation by the City of Saint Augustine Beach of a public utility easement over the entire alley to be vacated.

SECTION 3. The City Clerk is authorized and directed to forward a certified copy of this Ordinance to the Clerk of the Circuit Court for recordation.

SECTION 4. All ordinances or parts of ordinances in conflict herewith are repealed to the extent of such conflict.

SECTION 5. This Ordinance shall take effect immediately upon passage.

PASSED, APPROVED AND ADOPTED at the regular meeting of the City Commission of the City of Saint Augustine Beach, Florida this 14th day of November 2022.

MAYOR

ATTEST:

CITY CLERK

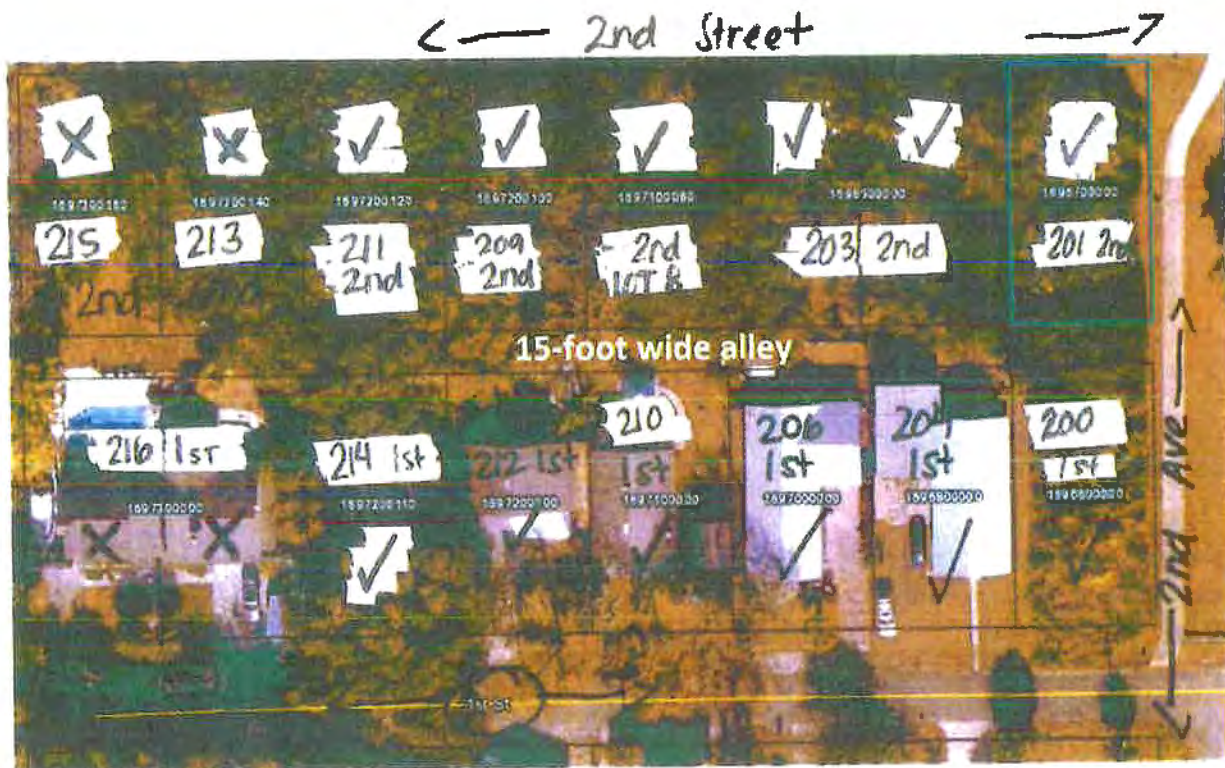
EXAMINED AND APPROVED by me this __ day of __, 2022.

MAYOR

Published in the _____ on the _____ day of _____, 2022. Posted on www.sanjoseca.com on the _____ day of _____, 2022.

EXHIBIT "A" – PROPERTY DESCRIPTION

A portion of parcel _____ shown in the map below: the fifteen (15) foot wide Alley on the West Side of 2nd Avenue between 1st and 2nd Streets adjoining lots 1-16, Block 32, Chautauqua Beach Subdivision.



MEMORANDUM

TO: Mayor Samora
Vice Mayor Rumrell
Commissioner England
Commissioner George
Commissioner Sweeny
Commissioner-Designate Morgan

FROM: Max Royle, City Manager 

DATE: November 22, 2022

SUBJECT: Re-Appointment to a Three-Year Term of Ms. Sandra Krempasky of the Sustainability and Environmental Planning Committee

Ms. Krempasky's current three-year term on SEPAC ends in February 2023. She has requested that she be re-appointed to another term.

M E M O R A N D U M

TO: MAX ROYLE, CITY MANAGER
FROM: PATTY DOUYLLIEZ, FINANCE DIRECTOR
SUBJECT: BUDGET RESOLUTION 22-18
DATE: 11/16/2022

The above referenced budget resolution is needed to increase revenue and expenditures based on the new code enforcement inspection fees and officer being hired for three quarters of the year, which were approved in the commission meeting November 14, 2022.

If there are any questions, please let me know.

BUDGET RESOLUTION 22-18

**CITY OF ST. AUGUSTINE BEACH
ST. JOHNS COUNTY**

**RE: TO AMEND THE FY2023
GENERAL FUND BUDGET**

The City Commission does hereby approve the transfer and appropriation from within the Fiscal Year 2022-2023 General Fund Budget as follows:

INCREASE: Account 001-342-501 (Protective Inspection Fees-Code Enforcement) in the amount of \$51,000.00 which will increase the appropriation in this account to \$81,900.00.

INCREASE: Account 001-2900-529-1200 (Code Enforcement-Regular Wages) in the amount of \$32,000.00 which will increase the appropriation in this account to \$94,403.90.

INCREASE: Account 001-2900-529-2100 (Code Enforcement-FICA) in the amount of \$2,500.00 which will increase the appropriation in this account to \$7,273.90.

INCREASE: Account 001-2900-529-2300 (Code Enforcement-Life & Health Insurance) in the amount of \$2,800.00 which will increase the appropriation in this account to \$20,545.80.

INCREASE: Account 001-2900-529-2400 (Code Enforcement-Workers Comp) in the amount of \$1,000.00 which will increase the appropriation in this account to \$1,985.22.

INCREASE: Account 001-2900-529-5230 (Code Enforcement-Small Tools & Equip) in the amount of \$5,000.00 which will increase the appropriation in this account to \$5,270.75.

INCREASE: Account 001-2900-529-5281 (Code Enforcement-Computer Equipment) in the amount of \$3,000.00 which will increase the appropriation in this account to \$4,202.13.

INCREASE: Account 001-2900-529-5280 (Code Enforcement-Computer Software) in the amount of \$2,000.00 which will increase the appropriation in this account to \$3,991.74.

INCREASE: Account 001-2900-529-5430 (Code Enforcement-Training & Education) in the amount of \$2,000.00 which will increase the appropriation in this account to \$4,166.00.

INCREASE: Account 001-2900-529-5220 (Code Enforcement-Fuel, Oil, Lube) in the amount of \$250.00 which will increase the appropriation in this account to \$800.00.

INCREASE: Account 001-2900-529-5220 (Code Enforcement-Fuel, Oil, Lube) in the amount of \$250.00 which will increase the appropriation in this account to \$800.00.

INCREASE: Account 001-2900-529-4630 (Code Enforcement-Vehicle Repairs/Maint) in the amount of \$200.00 which will increase the appropriation in this account to \$700.00.

RESOLVED AND DONE, this 5th day of December 2022 by the City Commission of the City of St Augustine Beach, St. Johns County, Florida.

Mayor – Commissioner

ATTEST:

City Manager

M E M O R A N D U M

TO: MAX ROYLE, CITY MANAGER
FROM: PATTY DOUYLLIEZ, FINANCE DIRECTOR
SUBJECT: BUDGET RESOLUTION 22-19
DATE: 11/17/2022

The above referenced budget resolution is needed to increase revenue and expenditures in the ARPA Fund for FY23. It was originally projected that the dune walkover project would carry forward to FY24, however, the vendor has indicated he is planning to complete the job this year. Half of the funds are being provided by Port & Waterway and the other paid by ARPA Funds. Attached is a memo from the Public Works Department to support this request.

If there are any questions, please let me know.

BUDGET RESOLUTION 22-19

**CITY OF ST. AUGUSTINE BEACH
ST. JOHNS COUNTY**

**RE: TO AMEND THE FY2023
ARPA FUND BUDGET**

The City Commission does hereby approve the transfer and appropriation from within the Fiscal Year 2022-2023 ARPA Fund Budget as follows:

INCREASE: Account 320-7200-572-6320 (ARPA-Parks-Parks/Recreation) in the amount of \$147,500 which will increase the appropriation in this account to \$822,500.

INCREASE: Account 320-331-100 (ARPA-Grant Revenue) in the amount of \$147,500 which will increase the appropriation in this account to \$335,000.

RESOLVED AND DONE, this 5th day of December 2022 by the City Commission of the City of St Augustine Beach, St. Johns County, Florida.

Mayor – Commissioner

ATTEST:

City Manager

MEMORANDUM

Date: November 17, 2022

To: Patricia Douylliez, Finance Director

From: Russell Adams, Project Coordinator

Subject: Budget Resolution

On April 19, 2022, the commission approved \$335,000.00 to be appropriated to the St. Augustine Beach dune walkovers project from ARPA funds. St. Augustine Port Waterway & Beach District agreed to match those funds, to a grand total of \$670,000. The amount budget for FY23 was \$375,000 and \$295,000 for FY24.

Since then, additional services were added to the original scope of work. The contractor would like to add additional Dune Walkovers projected in FY24 to be completed in FY23. The Public Works Department is requesting a budget resolution to add the additional \$295,000 to the FY23 budget.

Russell Adams

Project Coordinator

BUDGET RESOLUTION 22-20**Meeting Date** 12-5-22**CITY OF ST. AUGUSTINE BEACH
ST. JOHNS COUNTY****RE: TO AMEND THE FY2023
GENERAL FUND BUDGET**

The City Commission does hereby approve the transfer and appropriation from within the Fiscal Year 2022-2023 General Fund Budget as follows:

DECREASE: Account 001-4100-541-3200 (R&B-Audit Fees) in the amount of \$8,000.00 which will decrease the appropriation in this account to \$0.00.

INCREASE: Account 001-1300-513-3200 (Finance/Admin-Audit Fees) in the amount of \$8,000.00 which will increase the appropriation in this account to \$37,000.00.

RESOLVED AND DONE, this 5th day of December 2022 by the City Commission of the City of St Augustine Beach, St. Johns County, Florida.

Mayor – Commissioner

ATTEST:

City Manager

MEMORANDUM

Agenda Item # 6

Meeting Date 12-5-22

Date: December 5, 2022
To: Patty Douylliez, Finance Director
From: William Tredik, P.E., Public Works Director
Subject: Budget Resolution 22-21 – Ocean Hammock Park
American Rescue Plan Act (ARPA) Expenditures Adjustment

BACKGROUND

Bids for Ocean Hammock Park Phase 2 were originally opened on March 3, 2022. The City only received one bid for the project at a total price of \$677,485 (including plumbing and electrical fixtures for the restrooms). As the single bid price exceeded available funding, the City Commission opted to not award the bid, and directed staff to attempt to reduce the cost of the project.

Staff developed a plan to reduce cost, including:

- Purchasing and installing a prefabricated restroom.
- Utilizing an existing competitively procured St. Johns County annual contractor to complete major site work, including sanitary lift station installation, selective clearing for construction, water and sewer line extensions, concrete work (sidewalks, curb, handicap parking space, picnic slabs) and required drainage improvements.

At the time, the estimated cost for the above items was estimated to be \$460,000, with an additional \$40,000 for other work necessary to complete Phase 2. On May 2, 2022 the City commission authorized an allocation of \$300,000 of American Rescue Plan Act (ARPA) funds to supplement other Phase 2 funding (i.e. impact fees and grant funds). Though the City ordered the prefabricated restroom in FY22, the manufacturing time pushed delivery (and thus construction) into FY 2023. The City currently has \$500,000 in the FY 2023 budget for completion of Phase 2.

DISCUSSION

As mentioned above, the City has ordered the Restroom for a price of \$147,565. The supplier of the restroom will install the building on the site, but other site work is necessary to comply with the grant agreement, including:

- Building permitting
- Restroom pad preparation and underground plumbing
- Beach shower
- Sewer pump station installation
- Sewer service installation
- Water service installation
- Electrical service installation
- Handicap parking space construction
- Nature Trail Construction
- Picnic areas

- Information kiosk

The City has negotiated a piggyback contract with a St. Johns County competitively procured annual contractor to provide the majority of the remaining site work, including:

- Building permitting
- Restroom slab base preparation
- Handicap parking space
- Sidewalk construction
- Outdoor shower and foot wash
- Sewer pump station
- Sewer service construction
- Potable water service construction
- Electrical service

The cost of the above work is \$355,292, making the cost of the above work plus the restroom cost \$502,857. This exceeds the available funding in the current budget by \$2,857. Additionally, several Phase 2 items remain to be funded, including:

- FPL electrical fees
- St. Johns County utility connection fees
- ¼ mile nature trail with interpretative signs
- Information kiosk
- Picnic areas
- Drinking fountain / bottle filling station

Though staff continues to work to reduce the cost of the remaining work, it is estimated that approximately \$100,000 of additional funding is required to complete Phase 2 work.

Unallocated ARPA Funds

To date the City Commission has approved allocation of \$3,280,000 of the \$3,507,979 of ARPA funds, leaving \$227,979 currently unallocated. Staff recommends that \$100,000 of the remaining unallocated ARAP funds be directed to complete Ocean Hammock Park Phase 2 and brought into the current FY 23 budget. A Copy of the updated ARPA Expenditure List is attached at Exhibit A.

RECOMMENDATION

Approve Budget Resolution 22-21, modifying the ARPA Expenditure List and increasing Account 320-7200-572-6200 in the amount of \$100,000, allowing completion of Ocean Hammock Park Phase 2.

BUDGET RESOLUTION 22-21

**CITY OF ST. AUGUSTINE BEACH
ST. JOHNS COUNTY**

**RE: TO AMEND THE FY2023
ARPA FUND BUDGET**

The City Commission does hereby approve the transfer and appropriation from within the Fiscal Year 2022-2023 ARPA Fund Budget as follows:

INCREASE: Account 320-7200-572-6320 (ARPA-Parks-Parks/Recreation) in the amount of \$100,000 which will increase the appropriation in this account to \$922,500.

INCREASE: Account 320-331-100 (ARPA-Grant Revenue) in the amount of \$100,000 which will increase the appropriation in this account to \$435,000.

RESOLVED AND DONE, this 5th day of December 2022 by the City Commission of the City of St Augustine Beach, St. Johns County, Florida.

Mayor – Commissioner

ATTEST:

City Manager

EXHIBIT A

ARPA Worksheet	\$3,507,979.00
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APPROVED TO SPEND

Approval Date	Police Department ARPA List			
	Item	Quantity	Cost Estimate	
4/19/2022	Detective's Vehicle	1	\$ 40,000.00	
4/19/2022	Administrative Vehicle	1	\$ 50,000.00	
4/19/2022	Commander Vehicle	1	\$ 50,000.00	
4/19/2022	Chief Vehicle	1	\$ 50,000.00	
4/19/2022	Vehicle Radars	3	\$ 25,000.00	\$ 215,000.00

Public Works ARPA List				
9/26/2022	Concrete Grinder	1	\$10,000.00	
9/26/2022	Stormwater Bypass Pump	1	\$75,000.00	
9/26/2022	Dump Truck	4	\$130,000.00	
11/14/2022	Dump Truck	1	\$174,943.00	
9/26/2022	Pickup Truck	1	\$35,000.00	
9/26/2022	Pickup Truck	1	\$35,000.00	
9/26/2022	Pickup Truck	1	\$35,000.00	
9/26/2022	48" mower	1	\$10,000.00	
9/26/2022	2nd Street Improvement	1	\$100,000.00	
9/26/2022	Parking Improvements	1	\$150,000.00	
9/26/2022	Parking Improvements	1	\$100,000.00	
9/26/2022	Parking Improvements	1	\$20,000.00	
9/26/2022	Parking Improvements	1	\$200,000.00	
7/11/2022	Claw Truck	1	\$162,000.00	
6/6/2022	Trailer 12 ton deckover 22'	1	\$12,000.00	
4/19/2022	Refuse truck 25cy	1	\$250,000.00	
4/19/2022	Refuse truck 25cy	1	\$250,000.00	\$1,543,943.00

Other Suggestions				
9/26/2022	ID Cards	1	\$20,000.00	
	Add multifactor authentication for entire city. According to Homeland Security CISA, cyberinsurnace underwriters are going to be requiring this.			
9/26/2022	MFA Citywide	1	\$25,000.00	
9/26/2022	Secure Bldg C	1	\$40,000.00	
	Block in front glass, block in W & N PTAC units, place flooring over concrete			
9/26/2022	Video Production Impr	1	\$75,000.00	
	Cameras/Captioning equipment for city meetings; addition of wiring & technology to dais.			
4/19/2022	Pipe Ditch Vacant Alley		\$100,000.00	
	2nd/3rd Street-West of 2nd Ave			
5/2/2022	Ocean Hammock Park		\$300,000.00	
	Restroom completion-in addition to grant			
12/5/2022	Ocean Hammock Park		\$100,000.00	
	Completion of Phase 2 Improvements			
6/6/2022	Beach Access Walkovers		\$335,000.00	
	\$67k in FY22, remainder in FY23			
6/6/2022	Paving Projects		\$200,000.00	
	Needed paving throughout the city			
11/14/2022	Paving Projects		\$230,057.00	\$1,225,057.00
	Increased Paving throughout the city			

Pay Increases				
4/19/2022	Pay Increases-FY22	Increase pay to \$15/hr minimum or bonus	\$136,000.00	\$136,000.00
Total Approved				\$3,120,000.00

ADOPTED BY COMMISSION

Public Works ARPA List				
	Water tanker	1	\$0.00	
	REMOVED			
	Storm drain cleaning	1	\$100,000.00	\$100,000.00


Other Suggestions				
FY24 Budget	Parking Improvements	Dirt Lot Paving SW Corner of Blvd & 8th St	\$160,000.00	\$160,000.00

Pay Increases				
	Pay Increases-FY22-FY24	**REMOVED**	\$0.00	\$0.00

Total Adopted	\$260,000.00
Total Spend	\$3,380,000.00
Unallocated	\$127,979.00

MEMORANDUM

TO: Mayor Samora
Vice Mayor Rumrell
Commissioner England
Commissioner George
Commissioner Sweeny

FROM: Max Royle, City Manager 

DATE: November 22, 2022

SUBJECT: Ocean Hammock Park Beach Access Proposed Relocation: Request for Commission Guidance for Information It Needs for a Decision and Scheduling Date for Special Meeting in January

INTRODUCTION

To members of the public interested in the beach access relocation issue:

1. The purpose of the Commission's discussion at the December 5th meeting is NOT to discuss the pros and cons concerning whether the access should be relocated and then to make a decision. The purpose is to provide guidance to City staff as to what information the Commissioners believe they need in order to make the decision at a FUTURE meeting.
2. The Commission will also be asked to schedule that meeting in January to review the information and AT THE JANUARY MEETING to make the decision whether the access should be relocated.

BACKGROUND

A group of Sea Colony residents has requested that the City relocate the beach access walkway to the center of Ocean Hammock Park from its current location, which is along the Park's south border with Sea Colony. The residents say that the access so close to the subdivision has created security issues. The residents have offered to give \$600,000 to the City to pay for the relocation costs.

Because Mayor Samora and Vice Mayor Rumrell are residents of Sea Colony, there was a question as to whether their residency created a conflict of interest, thus preventing them from voting on the request to relocate the walkway. Mayor Samora submitted the question to Florida's Commission on Ethics. The Commission by letter dated November 18, 2022, stated there was no conflict.

REQUEST FOR INFORMATION

The information requested could include:

- Whether an environmental impact study is needed. (Mr. Tredik believes it is not because the study was done for the original permit.)

- What Water Management District permits may be required for the relocated access. (Mr. Tredik says he may not be able to know that until a proposal to relocate the access has been submitted to the District.)
- A report from the Police Department of the number of persons over the past three years who have trespassed into Sea Colony from the current access.
- An up-to-date estimate of all the costs, permitting, design, construction materials, etc., to relocate the access and remove 90% of the existing walkway.
- Research by the City Attorney as to what authority those requesting the relocation have to sign any agreements with the City. It is unclear whether the agreements will be signed by officers representing the Sea Colony HOA or simply by an unaffiliated group of residents who want the access relocated. If the latter, can the City legally enter into an agreement with them?
- An agreement in writing by the Sea Colony residents who will pay to relocate the access that they will pay the City in advance a sum that will pay all the costs to relocate the access and that will exceed by 20 to 25% the estimated relocation costs. The 20 to 25% additional money is needed to pay any increase in costs due to inflation and for a contingency account.
- An agreement in writing by the Sea Colony residents who are paying to relocate the access that they also will pay in advance the costs to complete the amenities for Ocean Hammock Park, such as the picnic pavilion and the children's playscape.

Commissioners and residents may have suggestions for information to add to the above list.

SPECIAL MEETING

We suggest that it be scheduled in January, perhaps Monday, January 22, 2023, at 6:00 p.m. The meeting would be a special one with just one topic: whether to relocate the Ocean Hammock Park beach access.

We suggest January 22nd for the following reasons:

- a. January 9th, Monday. This is the date you may decide for your regular meeting, since the first Monday, January 2nd, will be a holiday.
- b. January 10th, Tuesday. SEPAC meeting
- c. January 16th, Monday. Dr. Martin Luther King, Jr. holiday
- d. January 17th, Tuesday. Comprehensive Planning and Zoning Board

ACTION REQUESTED

It is that the Commission provide guidance to the City staff for information that will help the Commission at a special meeting in January to decide whether to relocate the Ocean Hammock Park beach access, and that the Commission set a date in January for the special meeting.



City of St. Augustine Beach Building and Zoning Department

TO: Max Royle

FROM: Brian Law

SUBJECT: Transient rental inspection fees

DATE: 11-18-2022

During the City Commission meeting that occurred on the 14th of November 2022 city staff was directed to increase transient rental inspection fees to \$450.00 per dwelling or unit. I recommend an effective date of the 5th of January 2023. Please see the enclosed City fee schedule and the resolution.

Brian W Law CBO, CFM, MCP
City of St. Augustine Beach
Director of Building and Zoning
2200 A1A South
St. Augustine Beach, FL 32080
(904) 471-8758
blaw@cityofsab.org

RESOLUTION NO. 22-18

**CITY OF ST. AUGUSTINE BEACH
ST. JOHNS COUNTY
FLORIDA**

**RE: ESTABLISHING FEES FOR TRANSIENT
RENTAL INSPECTIONS**

WHEREAS, the City Commission of the City of Saint Augustine Beach, Florida has passed an ordinance authorizing that fees be established by Resolution;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF SAINT AUGUSTINE BEACH, FLORIDA IN REGULAR SESSION ASSEMBLED:

The City Commission of the City of St. Augustine Beach, St. Johns County, Florida hereby establishes and adopts the fees for building permits, applications, inspections, tree removal, plans and applications, comprehensive plan amendments, file developments, mixed use developments, overlay districts, stormwater management plan review, and driveway connections within the City's rights-of-way as contained within **Exhibit "A"**, which is attached hereto.

RESOLVED AND DONE, this 5th day of December, 2022, by the City Commission of the City of Saint Augustine Beach, Saint Johns County, Florida.

Donald Samora, Mayor

ATTEST:

Max Royle, City Manager

City of St. Augustine Beach Schedule of Fees and Services

Building and Zoning Department

Impact Fees As established by ordinance of St. Johns County and interlocal agreement.

BUILDING PERMIT FEES

Issuance of a permit ---- \$15.00

Total Valuation -----Fees

\$1,000 or less \$27.00

\$1,001 to \$50,000 \$33.00 for the first \$1,001.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof to and including \$50,000.

\$50,001 to \$100,000 \$376.00 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof to and including \$100,000.00

\$100,001 to \$500,000 \$719.00 for the first \$100,000.00 plus \$6.00 for each additional \$1,000.00 or fraction thereof to and including \$500,000.00.

\$500,001 and up \$3,119.00 for the first \$500,000 plus \$5.00 for each additional \$1,000.00 or fraction thereof.

Note: Those projects that elect to use private provider services receive a 10% reduced permit fee (reduction must be claimed prior to permit issuance)

Basic valuations for permitting fees. Valuations for permitting fees shall be determined as follows:

Single Family Residential and Multifamily Residential ----- \$125.00 per square foot for living space, \$64.00 per square foot for garages, \$40.00 per square foot for patio and open space

Residential, hotels, assisted care facilities---As per the current ICC Building Code Valuation Table

Mercantile----- \$106.00 per square foot

Business----- \$150.00 per square foot

Assembly: Restaurants, Bars----- \$160.00 per square foot

Single Family Residential Swimming Pools ---- \$300.00

Multi Family or Commercial Swimming Pools ---- As per Building Valuation table

Any use not shown will be based on current ICC Building Code Valuation Table

Revision fee ----\$53.00 minimum or \$53.00 per hour

New House on lot after permit issuance -----Full plan review fee

Pre-built storage sheds -----Based on cost using Total Valuation Table

Moving of any structure----- \$100.00

Demolition (interior/exterior) ----- \$100.00

Plan Review-----½ of Building Permit Fee

Note: Those projects that elect to use private provider services receive a 15% reduced plan review fees.

Exhibit A

State Surcharge -----Based on current State Requirements

Clearance Sheet Fee-----**(Applies to new buildings, additions, etc.)**\$400.00 with \$50.00 of the fee going to the City's Tree and Landscape Fund

Clearance Sheet Fee for Swimming Pools ----- \$250.00

Clearance Sheet Fee for Screen Enclosures ----- \$100.00

Clearance Sheet Fee for Commercial Renovations ---- \$100.00

Transfer Permit to New Contractor ----- \$100.00

Safety Inspection ----- \$53.00

Occupancy/Use Classification Evaluation ----- \$53.00

Project Status Verification/Technical Assistance ----- **Actual cost**

Temporary Certificate of Occupancy/Completion

Residential --- \$53.00

Commercial ---- \$106.00

Penalties (Building, Mechanical, Electric, Plumbing, Gas) :

- a. Working with no permit --- \$100.00 and double permit fee
- b. Not updating sub list when required ----- \$25.00
- c. Sub-contractors not registered with City ----- \$25.00
- d. Reinspection Fees --- \$53.00
- e. Extra inspection (uncorrected re-inspection items) ----- Double the re-inspection fee.

After Hours Inspection with Building Official Approval ----- \$200.00 & Building Official Approval

DEP zoning confirmation letters ---- \$53.00

Photocopies-----as per Florida Statute 119.07

- a. Over 11' x 17" --- \$5.00 per sheet

Refund for Active Permits:

- a. Prior to first inspection---- 50% of Permit Fee
- b. After first inspection ---- 0% Refund

MECHANICAL

Issuance of permit ---- \$15.00

Residential Single System (new) ----- \$60.00

Each Additional System (new) ----- \$40.00

Change outs (per system) ----- \$50.00

Exhibit A

Repairs, Alterations, Additions----- \$50.00

Commercial (A/C's, Refrigeration Units) ---- Based on Job Cost using Total Valuation Table

Gas Piping, new and additions (per system) ---- \$40.00

ELECTRICAL

Issuance of permit ---- \$15.00

Amps—per main service panel/upgrade

0-150 amps ----\$60.00

151-400 amps ---- \$100.00

401-1,000 amps-----\$150.00

1,001 amps and over ----- \$0.15 per amp

Amps-- per feeder panel (exempt single family and two family structures only)

0-150 amps ----\$60.00

151-400 amps---- \$100.00

401-1000 amps----\$150.00

1001 amps and over --- \$0.15 per amp

Temporary pole----- \$40.00

Service Change----- \$40.00

Additions and Repairs (per dwelling or unit) ----- \$40.00

Sign Lighting ---- \$30.00

Swimming Pool Electrical ----- \$30.00

Generator ---- \$40.00

SOLAR PERMIT FEES

Permit Issuance----- \$15.00

Photovoltaic/Thermal Permit ---- based on cost using Total Valuation Table

PLUMBING

Issuance of permit ---- \$15.00

Base permit fee----- \$15.00

Each fixture including floor drains, traps, etc.

Residential----- \$5.00

Commercial ---- \$6.00

Sewer replacement ----- \$40.00

Exhibit A

Sprinkler systems (landscaping)----- \$40.00

Re-pipe (per dwelling or unit) ---- \$40.00

TREE REMOVAL

Dead Tree(s) ---- No charge

Damaged or deemed a hazard ---- \$45.00 per inspection for trees over 6" DBH

Replacement and mitigation-----See section 5.01.03 of the Land Development Regulations

After the fact permits-----See section 5.01.05 of the Land Development Regulations

PLANNING & ZONING

Advertising Sign----- \$10.00

Application for Variance or Conditional Use ----- \$ 400.00 plus advertising sign and all other costs except legal advertising

Appeal Application (Building Official or Planning & Zoning Board) ----- \$300.00

Alley Vacating ---- \$300.00 plus advertising sign

Home Occupation application----- \$ 100.00 plus advertising sign

Land Use Map ----Actual Production Cost

Land Development Code ----- \$0.15 per page

Comprehensive Plan ---- \$0.15 per page

Zoning Certification Letters for title search, Open Permit search, Code Enforcement Search ----- \$50.00

Mixed Use Development Review----- \$300.00 plus advertising sign

Concept Review ---- \$300.00 plus advertising sign

Overlay Districts ---- \$300.00 plus advertising sign

Application for review of proposed final development plans----- \$350.00 if under 2.0 acres; \$500.00 if 2.0 acres or more.

Tree removals 30" or greater requiring Planning and Zoning Board approval ----- \$50.00

Flexible setbacks to save trees requiring Planning and Zoning Board Approval ---- \$50.00

Zoning Review for Business Tax Receipt Applications ----- \$20.00

CONTRACTOR LICENSING

Issuance/Renewal of Construction Contractor License-Biennial ----- \$80.00

Issuance/Renewal of Tree Contractor License-Biennial----- \$80.00

Duplicate Card ---- \$20.00

COMPREHENSIVE PLAN AMMENDMENTS

Small Scale ---- \$500.00

A small-scale amendment must be consistent with all the following characteristics.

1. Encompass the use of 10 or fewer acres of any land use category.
2. Residential densities are limited to 10 or fewer units per acre.
3. Does not involve the same property more than once a year.
4. Does not involve the same owner's property within 200' of the property granted a land use change within the past 12 months.
5. Does not include any text change to the plans, goals, objectives and policies.
6. Is not located within an area of critical state concern.
7. The local government can approve the amendment without exceeding its yearly maximum of 60 acres of small scale amendments.

Large Scale ---- \$1000.00

PLAT APPROVAL

Review of Preliminary Plat \$150.00 plus \$2.00 per lot with a \$400.00 minimum

Application for Final Plat Approval \$5.00 per lot together with the cost of review for conformity with Chapter 177 F.S. by a professional Surveyor and mapper either employed by or under contract to the City of St. Augustine Beach. The estimated cost shall be deposited with the City at the time of application and any costs in excess of the estimated amounts shall be paid by the applicant prior to execution of the plat by the City.

STORMWATER MANAGEMENT

Stormwater management plan review by Section 6.05.03 ----- For conformity with applicable statutes, rules and regulations by the City and State of Florida, by a professional engineer either employed by the City or under contract to the City of St. Augustine Beach by the applicant. The estimated fees shall be deposited with the City at the time of application and any fees in excess of the estimated costs shall be paid by the applicant prior to the execution of the development order by the city.

TRANSIENT LODGING ESTABLISHMENTS

Business Tax Receipts (Payable at the City Manager's Office) ----- As per section 12-67 of the City of St. Augustine Beach Code

Application Fee (Payable at the Building & Zoning Department) ----- \$96.25

Initial Inspection (per dwelling or unit) (Payable at the Building & Zoning Department) ----- ~~\$125.00~~ \$450.00

Annual Re-inspection (per dwelling or unit) ----- ~~\$125.00~~ \$450.00

Reinspection Fees ----- \$53.00

Extra inspection (uncorrected re-inspection items) ----- Double the re-inspection fee

DRIVEWAY CONNECTIONS WITHING CITY RIGHTS-OF-WAYS

Residential Driveways

1. Construction of a residential driveway within a city right-of-way associated with an active building and/or zoning permit
--- No Fee.
2. Construction or modification of a residential driveway within a city right-of-way not associated with an active building
and/or zoning permit-----\$100.00.
3. Working with no permit-----\$100.00 and double permit fee

Commercial Driveways

1. Construction of a commercial driveway within a city right-of-way associated with an active building and/or zoning permit
----\$125.00.
 2. Construction or modification of a commercial driveway within a city right-of-way not associated with an active building
and/or zoning permit-----\$250.00.
 3. Working with no permit-----\$100.00 and double permit fee
-

MEMORANDUM

TO: Mayor Samora
Vice Mayor Rumrell
Commissioner England
Commissioner George
Commissioner Sweeny
Commissioner-Designate Morgan

FROM: Max Royle, City Manager  mk

DATE: November 14, 2022

SUBJECT: Regular City Commission Meeting: Request to Schedule Date Because First Monday is a Holiday

In 2023, New Year's Day falls on a Sunday. In accordance with City policy, the following day, Monday, January 2nd, will be taken as the holiday by City employees. Because of this, we request that you change the date for your regular meeting. Options are Tuesday or Wednesday, January 3rd or 4th, or Monday, January 9th.

**BOARD AND DEPARTMENTAL REPORT FOR CITY COMMISSION MEETING
DECEMBER 5, 2022**

CODE ENFORCEMENT/BUILDING/ZONING

Please see pages 1-18.

COMPREHENSIVE PLANNING AND ZONING BOARD

The Board did not meet in November.

SUSTAINABILITY AND ENVIRONMENTAL PLANNING ADVISORY COMMITTEE

Attached (pages 19-23) is the November report provided by the Committee's Chair, Ms. Lana Bandy. The minutes of the Committee's November 17, 2022, meeting will be provided with this report for the Commission's January regular meeting.

POLICE DEPARTMENT

Please see page 24.

FINANCE DEPARTMENT

Please see pages 25-26 and note that page 26 is the list of upcoming significant expenses. The Commission requested this information at its November 14th meeting.

PUBLIC WORKS DEPARTMENT

Please see pages 27-29.

CITY MANAGER

1. Complaints

A. Unlicensed Vacation Rental

A resident reported it is located in the 200 block of 3rd Street. The complaint was forwarded to the Code Enforcement Division for investigation.

B. Illegal Business

A B Street resident reported a business was being operated out of a house in the 500 block of B Street and the business' vehicles were blocking the street. The complaint was forwarded to the Code Enforcement Division and the Police Department.

C. Speeding on Boulevard

A Bermuda Run resident said that there needed to be speed enforcement on the Boulevard by his subdivision. He asked if a traffic signal could be put up. As such isn't possible, the City Manager asked the County Public Works Director if a speed warning signal could be put up, as the Boulevard is owned and maintained by the County. A County Traffic Engineer replied that the signal wouldn't be put at that location.

D. Camping in Vehicles

A 16th Street resident said visitors were camping in their vehicles overnight. He asked that a couple of No Overnight Camping signs be put up. His request was forwarded to the Public Works Director.

2. Major Projects

A. Road/Sidewalk Improvements

1) Opening 2nd Street West of 2nd Avenue

At its March 7, 2022, meeting, the City Commission awarded the bid for this project to DB Civil Construction of Ormond Beach, Florida, for \$579,850. The contract has been executed and construction has started with clearing of the right-of-way and preparations to lay the road's base. Underground water, sewer lines and drainage pipes are being installed.

2) Sidewalk and Drainage Improvements for A Street

A Street between the beach and State Road A1A is owned and maintained by the County. In response to a resident's suggestion that a sidewalk is needed on A Street between the beach and A1A Beach Boulevard because of vehicle traffic and the number of pedestrians and bicyclists along that section of A Street, the City and County developed a project for underground drainage to solve the flooding problem along the street's north side and for a sidewalk. After several meetings, the County staff agreed to a five-foot wide sidewalk and a two-foot wide gutter. The City Commission then approved the project. Work was supposed to start in the spring of 2022, but because the contractor experienced delays in getting materials, the project will start in January 2023, according to the County Public Works Director.

3) A1A Beach Boulevard Crosswalk Improvements

As of the end of February 2022, the County had been put up flashing signals for the crosswalks on A1A Beach Boulevard between Sea Colony and the shopping center, and between the beach walkway at Ocean Hammock Park and the Whispering Oaks subdivision. In early August, flashing signals were erected at the 16th and 11th Street crosswalks. According to the County Traffic and Transportation Department, two additional signals will be put up: one in the vicinity of the pier park and one at F Street.

B. Beach Matters

1) Off-Beach Parking

At this time, the only parking project is improvements to the two parkettes on the west side of A1A Beach Boulevard between A and 1st Streets. The City Commission appropriated \$45,000 in the Fiscal Year 2022 budget for this project. The next step is to select a consultant to do the design. The Public Works Director

has selected a consultant from the County's list of civil engineering consultants. The consultant, the Matthews Design Group, is now doing the design work. Money for the improved parking area will come from American Rescue Plan Act funds. At the Commission's July 11th meeting, Matthews provided an update report on the design. The Commission selected the second option: Vehicles will enter the parking area from 1st Street and exit it to the Boulevard near A Street. The conceptual design is complete; work on permits is underway; construction will be done in 2023.

Other possible areas for parking improvements will be the north side of 4th Street between the Boulevard and the beach, the north side of 5th Street between the Boulevard and 2nd Avenue, and the plaza at the southwest corner of the Boulevard and 8th Streets.

Concerning parking along Pope Road: At its August 11th meeting: As Pope Road is owned and maintained by the County, it may include the parking project in a five-year plan.

There is no discussion at this time concerning paid parking anywhere in the City.

2) Beach Restoration

The next restoration project is scheduled to be done from June 30 to December 30, 2023. Two million cubic yards of sand will be put on the beach from the middle of the state park to Sea Colony's boundary with Ocean Hammock Park. A Corps of Engineers representative will provide an update report at the City Commission's January meeting.

C. Parks

1) Ocean Hammock Park

This Park is located on the east side of A1A Beach Boulevard between the Bermuda Run and Sea Colony subdivisions. It was originally part of an 18-acre vacant tract. Two acres were given to the City by the original owners for conservation purposes and where the boardwalk to the beach is now located. The City purchased 11.5 acres in 2009 for \$5,380,000 and received a Florida Communities Trust grant to reimburse it for part of the purchase price. The remaining 4.5 acres were left in private ownership. In 2015, The Trust for Public Land purchased the 4.5 acres for the appraised value of \$4.5 million. The City gave the Trust a down payment of \$1,000,000. Thanks to a grant application prepared by the City's Chief Financial Officer at the time, Ms. Melissa Burns, and to the presentation by then-Mayor Rich O'Brien at a Florida Communities Trust board meeting in February 2017, the City was awarded \$1.5 million from the state to help it pay for the remaining debt to The Trust for Public Land. The City received the check for \$1.5 million in October 2018. For the remaining amount owed to The Trust for Public Land, the Commission at public hearings in September 2018 raised the voter-approved property tax debt millage to half a mill.

A condition of the two grants is that the City implement the management plan that was part of the applications for the grants. The plan includes such improvements as restrooms, trails, a pavilion and information signs. The Public Works Director applied to the state for a Florida Recreation Development Assistance Program grant to pay half the costs of the restrooms, which the City received. At its March 7, 2022, meeting, the City Commission approved the Public Works Director's recommendation that the one bid received to construct the restrooms be rejected because of its very high price and authorized negotiating with the bidder to lower the cost. As these negotiations did not result in significant savings, the Director has decided to purchase prefabricated restrooms. He showed a photo of the restrooms to

the Commission at its April 4th and May 2nd meetings. The Commission approved the restrooms, which have been ordered. Work will be completed in the first quarter of 2023.

Also, to implement the management plan, the City has applied for funding from a state grant and for a Federal grant from the National Oceanic and Atmospheric Administration. The Public Works Director's master plan for improvements to the Park was reviewed by the City Commission at its October 5, 2020, regular meeting. The design and permitting work for the interior park improvements (observation deck, picnic pavilion and trails) has been done. Construction should begin in the beginning of 2023.

At its August 11, 2021, meeting, the Public Works Director and a park consultant presented an update on the other improvements to the Park. The plans were submitted to the St. Johns River Water Management District during the last week in September. The permits have been approved. A request for bids will be advertised and construction of the central trail and observation deck should start in March 2023.

Concerning the request from some residents to relocate the Park's beach access: City staff will ask the Commission at its December 5th meeting what information the Commission needs to help it make a decision concerning the relocation request and to schedule a special meeting in January to make the decision.

2) Hammock Dunes Park

This 6.1-acre park is on the west side of A1A Beach Boulevard between the shopping plaza and the Whispering Oaks subdivision. The County purchased the property in 2005 for \$2.5 million. By written agreement, the City reimbursed the County half the purchase price, or \$1,250,000, plus interest. At its July 26, 2016, meeting, the County Commission approved the transfer of the property's title to the City, with the condition that if the City ever decided to sell the property, it would revert back to ownership by the County. Such a sale is very unlikely, as the City Charter requires that the Commission by a vote of four members approve the sale, and then the voters in a referendum must approve it.

At this time, the City does not have the money to develop any trails or other amenities in the Park. Unlike Ocean Hammock Park, there is no management plan for Hammock Dunes Park. A park plan will need to be developed with the help of residents and money to make the Park accessible to the public may come from the American Rescue Plan Act. At its May 2, 2022, meeting, the City Commission approved the City Manager writing a Request for Qualifications for a park planner to prepare a plan for improvements to Hammock Dunes Park. The City Commission at its June 6th meeting approved the wording for a Request for Qualifications from park planners. However, because other projects, especially drainage ones, require attention, advertising the REQ has been delayed.

3. Finance and Budget

A. Audit Report for Fiscal Year 2022 Budget

Fiscal Year 2022 ended on September 30, 2022. The auditor will present the report to the City Commission in the spring of 2023.

B. Fiscal Year 2023

Fiscal Year 2023 began on October 1, 2022 and will end September 30, 2023. The City won't begin to receive significant amounts of money from its major source, property taxes, until December.

C. Alternative Revenue Sources

In response to the City Commission's request that the administration suggest potential sources of revenue to fund City operations, the Public Works Director has proposed a stormwater utility fee. The Commission discussed this proposal at two meetings in 2021 and decided not to authorize the staff to proceed to the next step in the process to adopt the fee in the future. However, at its October 3, 2022, meeting, the Commission decided to hold a public hearing on November 14, 2022, concerning the fee, and at that meeting approved a resolution stating the City's intent to adopt a non-ad valorem assessment for a stormwater fee. The next step will be to adopt a range for the fee. The staff will present a proposed range at the Commission's February or March 2022 meeting. If it is approved, the fee would go into effect in 2024.

D. Additional One-Cent Sales Tax

The County Commission will ask the voters at the November 8, 2022, general election whether they'll approve the additional sales tax to be levied for 10 years. It is estimated that the City would receive yearly \$1.3 million from the year. At its September 12th meeting, the City Commission discussed possible projects that could be done with money from the additional tax. They include drainage, road paving, equipment for the Police Department, public transportation improvements to pier park, the River-to-Sea bicycle/pedestrian loop, etc. However, the voters at the November 8th general election voted against the additional tax. This topic will no longer be included in this Report.

4. Miscellaneous

A. Permits for Upcoming Events

In November, the City Manager approved the following permits for: a. the Friends of A1A Scenic and Historical Coastal Byway garage sale on November 19, 2022; b. Surf Illumination on Saturday, December 5th, at pier park; c. Holiday Market on December 10th at pier park; d. Light Up the Night Fireworks Show on December 31, 2022; and e. the WSMS Surf Art Camp on various dates next summer and fall.

B. Vision/Strategic Plan

The Strategic Plan may be replaced by the Vision Plan, which was prepared by Commissioner England during her term as Mayor. She developed the draft of the Vision Plan, presented it to the Commission at its May 2, 2022, meeting. The draft was reviewed by the Sustainability and Environmental Protection Advisory Committee at its June 2nd meeting and by the Comprehensive Planning and Zoning Board at its June 21st meeting. The Planning Board continued its review at its July 19th meeting and discussed such topics as services related to the beach, pedestrian safety on A1A Beach Boulevard and use of the City's plazas for beautification and public parking. The Board recommended moving forward with the Plan and for the City Commission to have a joint meeting with the Board and with the Sustainability and Environmental Planning Advisory Committee. The joint meeting was held on October 5th and changes were suggested for the Plan. SEPAC will discuss further changes at its November 17th meeting. The next review of the Plan will likely be at the Commission's January regular meeting.

C. Former City Hall

On Wednesday, March 23, 2022, the City Commission held a workshop to discuss possible uses for the former city hall, which is located on the south side of pier park. Ms. Christina Parrish Stone, Executive Director of the St. Johns Cultural Council, informed the Commission that the City has received \$500,000 historic grant to renovate windows and other features in the building and a \$25,000 grant for interpretative signage. The outcome of the workshop was that the building would be renovated for use as an arts center with the second floor restored for artists' studios and possibly a small museum. Ms. Stone presented a report about the history of the former city hall and using the \$500,000 for exterior improvements to the building, such as the second floor windows and other features. The deadline for using the money from the historic grant is June 2023. The deadline for the spending of the \$25,000 grant for the civil rights monument is March 31, 2023.

At the City Commission's October 3, 2022, meeting, Ms. Stone reported that the Cultural Council has hired two local architects to provide technical expertise for the first phase, the \$500,000 grant, for exterior improvements to the building. Also, a designer has been hired to develop interpretive signage for the building.

The next step will be a visioning meeting involving the public for the next phase of the renovation of the building. No date for the meeting has been scheduled.

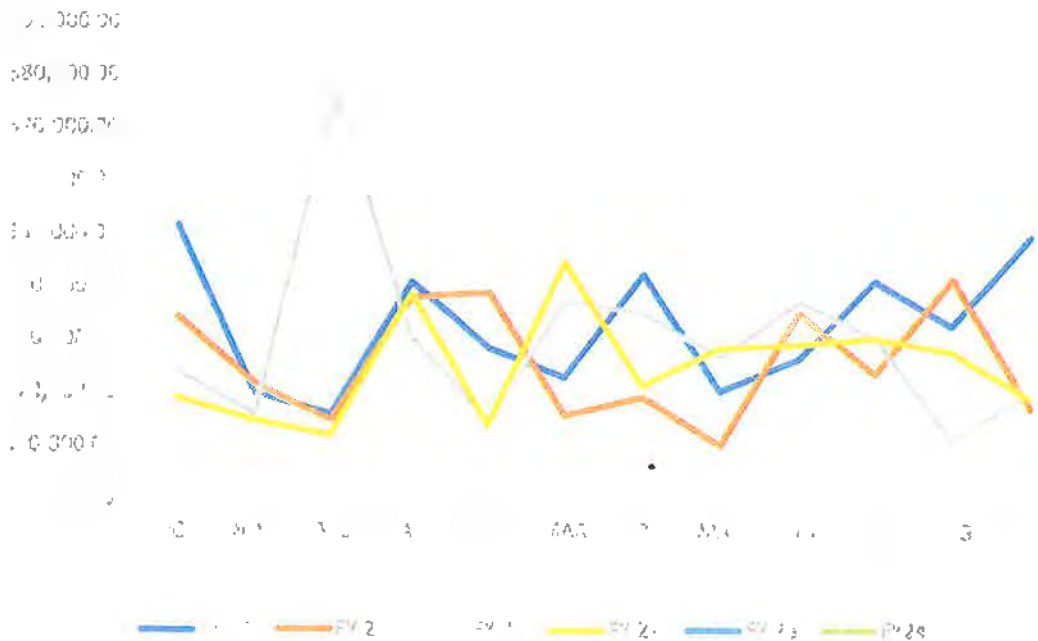


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

BUILDING PERMIT FEE REPORT

	FY 19	FY 20	FY 21	FY 22	FY 23	FY24
OCT	\$51,655.01	\$34,277.62	\$24,139.90	\$19,160.96	\$16,521.84	
NOV	\$20,192.42	\$21,844.58	\$15,910.52	\$14,923.51		
DEC	\$16,104.22	\$14,818.54	\$76,639.68	\$12,110.85		
JAN	\$40,915.31	\$37,993.58	\$30,011.51	\$38,549.15		
FEB	\$28,526.70	\$38,761.13	\$14,706.76	\$13,916.49		
MAR	\$22,978.53	\$15,666.80	\$37,447.22	\$44,664.15		
APR	\$42,292.91	\$19,092.61	\$34,884.49	\$21,386.72		
MAY	\$20,391.12	\$10,194.02	\$26,753.41	\$28,447.01		
JUN	\$26,445.26	\$34,939.40	\$37,149.19	\$29,198.87		
JUL	\$41,120.86	\$23,555.36	\$30,368.01	\$30,368.57		
AUG	\$32,714.82	\$41,455.38	\$11,236.89	\$27,845.37		
SEP	\$49,543.66	\$17,169.56	\$20,329.54	\$19,118.87		
TOTAL	\$392,880.82	\$309,768.58	\$359,577.12	\$299,690.52	\$16,521.84	\$0.00

BUILDING PERMIT FEE REPORT



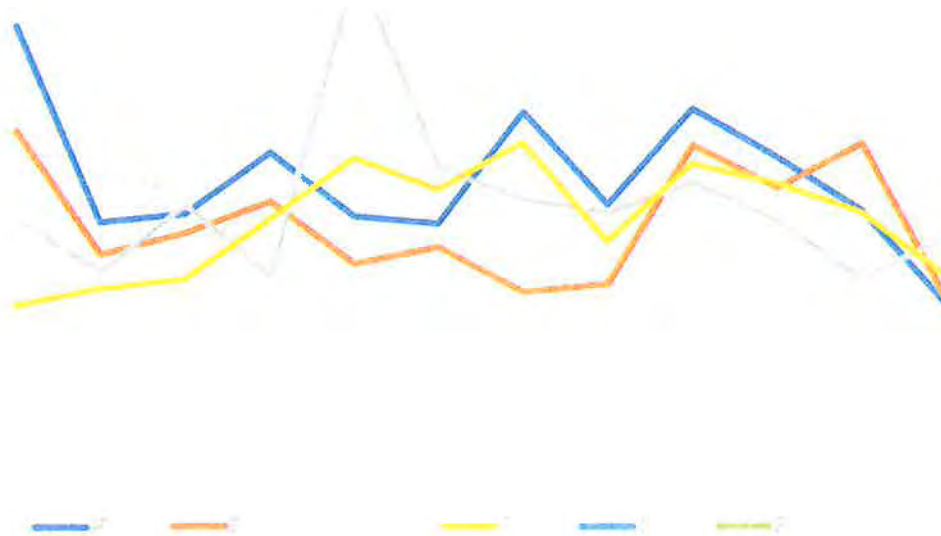


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

MECHANICAL PERMIT FEE REPORT

	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24
OCT	\$4,819.09	\$3,593.67	\$2,574.62	\$1,575.00	\$2,565.54	
NOV	\$2,541.44	\$2,160.00	\$1,963.00	\$1,771.00		
DEC	\$2,633.64	\$2,409.62	\$2,738.04	\$1,880.00		
JAN	\$3,338.69	\$2,768.47	\$1,891.99	\$2,563.12		
FEB	\$2,601.00	\$2,044.08	\$5,505.00	\$3,274.80		
MAR	\$2,515.33	\$2,237.73	\$3,163.00	\$2,908.99		
APR	\$3,801.26	\$1,716.00	\$2,784.79	\$3,452.30		
MAY	\$2,736.33	\$1,809.00	\$2,637.52	\$2,308.40		
JUN	\$3,844.54	\$3,417.00	\$2,978.00	\$3,204.70		
JUL	\$3,286.00	\$2,917.93	\$2,535.39	\$2,981.26		
AUG	\$2,663.49	\$3,430.11	\$1,870.49	\$2,642.88		
SEP	\$1,579.42	\$1,621.00	\$2,352.24	\$1,902.57		
TOTAL	#####	\$30,124.61	\$32,994.08	\$30,465.02	\$2,565.54	\$0.00

MECHANICAL PERMIT FEE REPORT



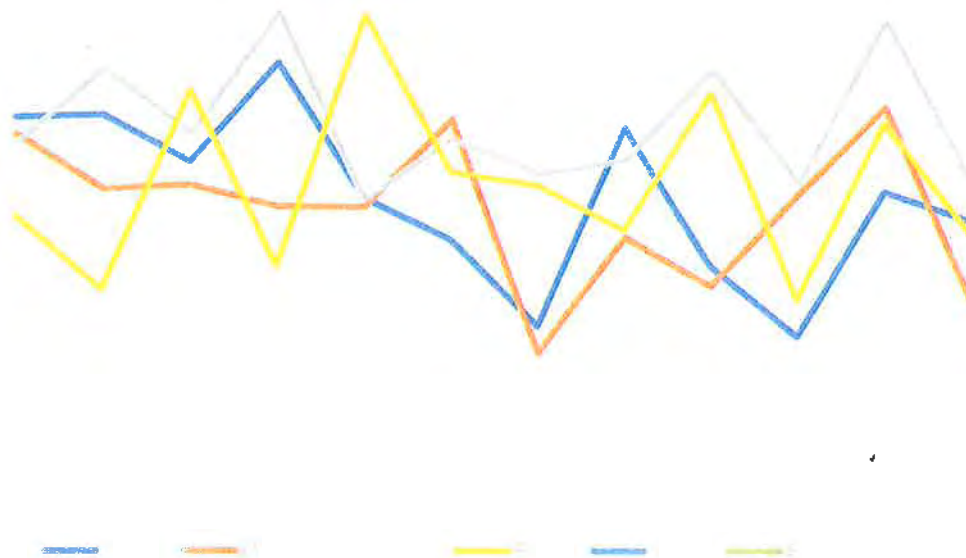


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

ELECTRICAL PERMIT FEE REPORT

	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24
OCT	\$1,860.32	\$1,765.00	\$1,718.00	\$1,330.00	\$1,510.00	
NOV	\$1,872.66	\$1,475.00	\$2,115.00	\$940.00		
DEC	\$1,622.32	\$1,495.00	\$1,770.00	\$2,005.00		
JAN	\$2,151.66	\$1,380.00	\$2,418.00	\$1,065.00		
FEB	\$1,425.32	\$1,375.00	\$1,413.00	\$2,405.00		
MAR	\$1,203.33	\$1,843.00	\$1,740.00	\$1,565.00		
APR	\$743.00	\$600.00	\$1,553.00	\$1,495.00		
MAY	\$1,805.00	\$1,215.00	\$1,628.00	\$1,255.00		
JUN	\$1,065.00	\$955.00	\$2,108.00	\$1,985.50		
JUL	\$690.00	\$1,443.00	\$1,505.00	\$885.00		
AUG	\$1,460.00	\$1,910.00	\$2,375.00	\$1,824.00		
SEP	\$1,310.00	\$895.00	\$1,520.00	\$1,245.00		
TOTAL	\$17,208.61	\$16,351.00	\$21,863.00	\$17,999.50	\$1,510.00	\$0.00

ELECTRICAL PERMIT FEE REPORT



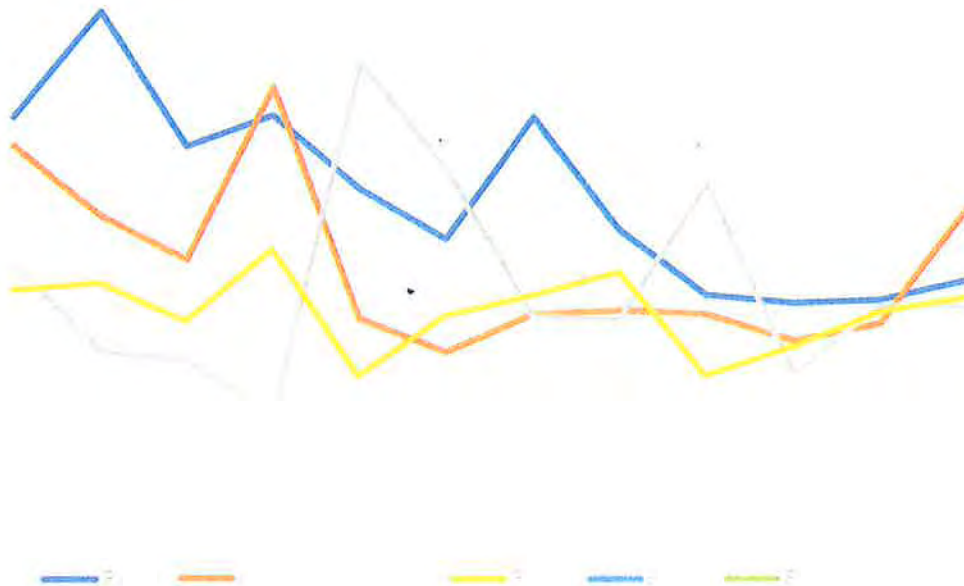


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

PLUMBING PERMIT FEE REPORT

	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24
OCT	\$3,016.37	\$2,786.00	\$1,844.00	\$1,632.00	\$3,188.00	
NOV	\$3,867.41	\$2,221.00	\$1,133.00	\$1,686.00		
DEC	\$2,783.10	\$1,869.00	\$1,062.00	\$1,379.00		
JAN	\$3,031.40	\$3,256.00	\$628.00	\$1,957.00		
FEB	\$2,440.44	\$1,395.00	\$3,449.00	\$938.00		
MAR	\$2,037.24	\$1,125.00	\$2,579.00	\$1,420.00		
APR	\$3,015.00	\$1,430.00	\$1,411.00	\$1,585.00		
MAY	\$2,110.00	\$1,459.00	\$1,390.00	\$1,772.00		
JUN	\$1,590.00	\$1,432.00	\$2,474.00	\$943.00		
JUL	\$1,525.00	\$1,218.00	\$952.00	\$1,170.00		
AUG	\$1,550.00	\$1,356.00	\$1,500.00	\$1,452.00		
SEP	\$1,706.00	\$2,270.00	\$1,490.00	\$1,572.00		
TOTAL	\$28,671.96	\$21,817.00	\$19,912.00	\$17,506.00	\$3,188.00	\$0.00

PLUMBING PERMIT FEE REPORT





CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

STATE SURCHARGE PERMIT FEE REPORT

	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24
OCT		\$1,247.45	\$973.01	\$747.36	\$808.73	
NOV		\$845.65	\$729.40	\$635.64		
DEC		\$569.37	\$2,225.95	\$589.14		
JAN		\$1,277.63	\$1,006.45	\$1,293.24		
FEB		\$1,079.31	\$776.87	\$721.09		
MAR		\$623.46	\$1,417.90	\$1,521.83		
APR		\$666.54	\$1,250.09	\$943.11		
MAY	\$881.45	\$537.83	\$1,043.38	\$1,049.80		
JUN	\$972.50	\$1,093.02	\$1,378.01	\$1,139.84		
JUL	\$1,230.25	\$928.44	\$1,085.45	\$1,078.15		
AUG	\$1,141.48	\$1,437.49	\$642.86	\$1,061.67		
SEP	\$1,303.66	\$740.55	\$887.71	\$753.23		
TOTAL	\$5,529.34	\$11,046.74	\$13,417.08	\$11,534.10	\$808.73	\$0.00

STATE SURCHARGE PERMIT FEE REPORT



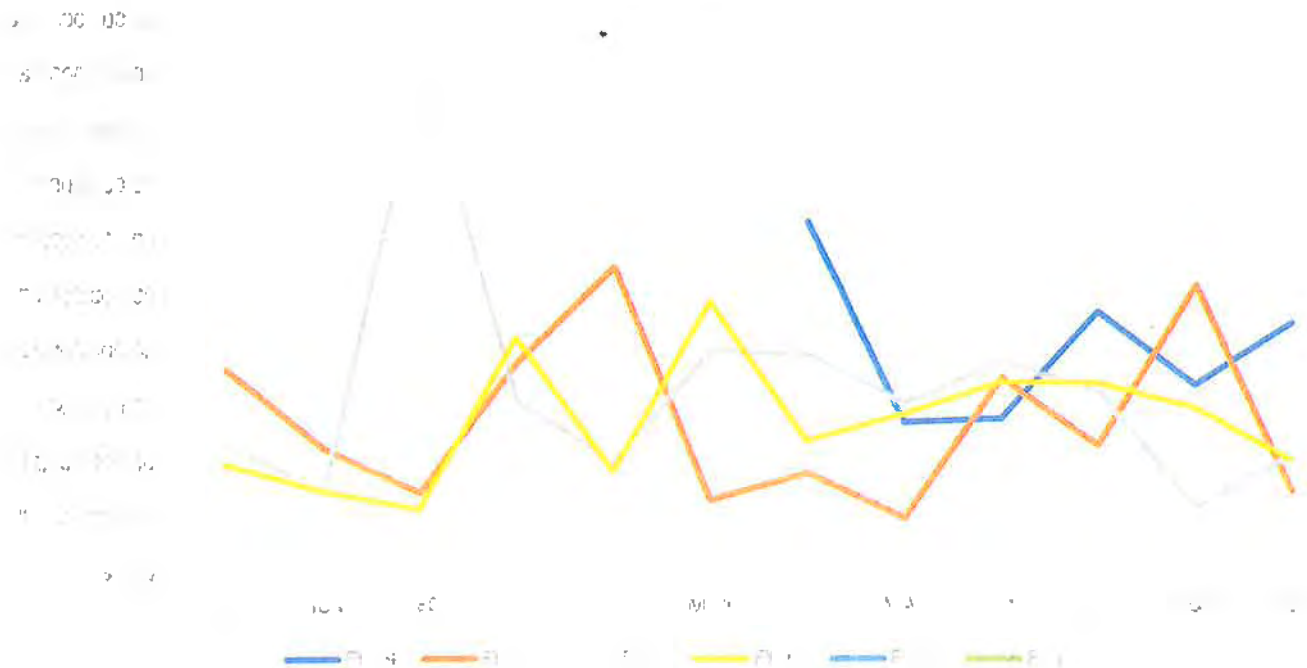


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

ALTERATION COST

	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24
OCT		\$3,657,414.56	\$2,313,298.53	\$1,961,462.00	\$1,989,945.24	
NOV		\$2,242,421.52	\$1,440,841.88	\$1,490,891.09		
DEC		\$1,449,915.40	\$9,160,479.89	\$1,165,362.58		
JAN		\$3,789,363.81	\$3,088,758.57	\$4,239,155.17		
FEB		\$5,519,900.00	\$2,010,259.40	\$1,847,029.62		
MAR		\$1,321,570.04	\$4,010,607.80	\$4,906,297.30		
APR	\$6,338,617.35	\$1,803,157.19	\$3,939,394.49	\$2,392,827.18		
MAY	\$2,731,410.75	\$1,003,140.58	\$3,080,108.00	\$2,874,220.30		
JUN	\$2,792,442.43	\$3,519,844.50	\$3,807,580.85	\$3,445,719.17		
JUL	\$4,717,293.00	\$2,300,478.87	\$3,279,350.11	\$3,436,811.93		
AUG	\$3,393,250.74	\$5,175,949.96	\$1,182,881.00	\$2,982,874.58		
SEP	\$4,502,737.63	\$1,475,857.57	\$2,123,077.05	\$2,038,273.27		
TOTAL	\$24,475,751.90	\$33,259,014.00	\$39,436,637.57	\$32,780,924.19	\$1,989,945.24	\$0.00

ALTERATION COST



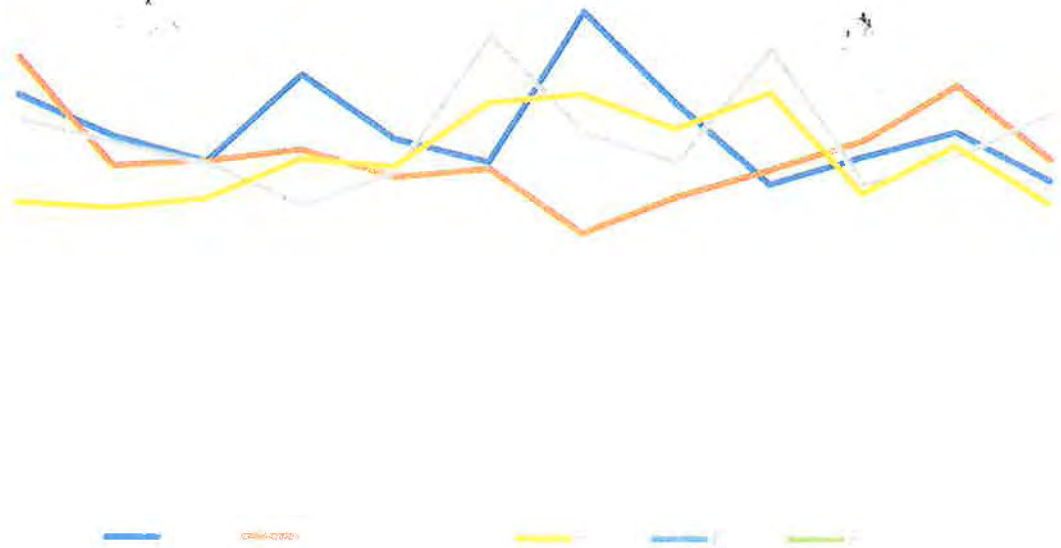


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

NUMBER OF PERMITS ISSUED

	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24
OCT	158	174	147	111	140	
NOV	140	127	137	109		
DEC	129	129	128	113		
JAN	167	134	110	130		
FEB	139	122	124	127		
MAR	129	126	184	155		
APR	195	98	142	159		
MAY	155	114	129	144		
JUN	120	126	179	160		
JUL	132	139	120	116		
AUG	143	163	132	137		
SEP	122	131	151	112		
TOTAL	1729	1583	1683	1573	140	0

NUMBER OF PERMITS ISSUED



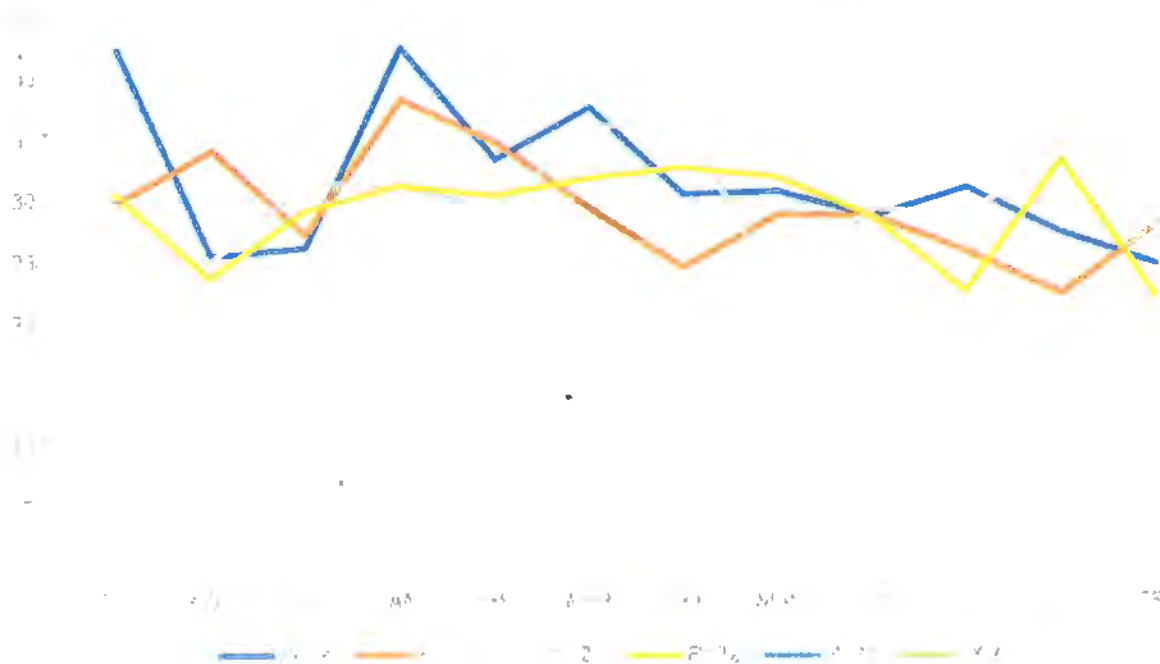


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

NUMBER OF INSPECTIONS PERFORMED

	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24
OCT	424	298	268	306	285	
NOV	255	341	250	237		
DEC	262	272	315	292		
JAN	426	383	311	313		
FEB	334	348	293	305		
MAR	377	294	360	319		
APR	306	246	367	328		
MAY	308	289	226	320		
JUN	288	288	295	288		
JUL	312	259	287	227		
AUG	275	225	347	335		
SEP	250	281	277	223		
TOTAL	3817	3524	3596	3493	285	0

NUMBER OF INSPECTIONS PERFORMED





CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

FY 23 INSPECTION RESULTS

	PASS	PASS REINSPECT	FAIL	FAIL REINSPECT
OCT	215	32	38	3
NOV				
DEC				
JAN				
FEB				
MAR				
APR				
MAY				
JUN				
JUL				
AUG				
SEP				
TOTAL	215	32	38	3

FY 23 INSPECTION RESULTS



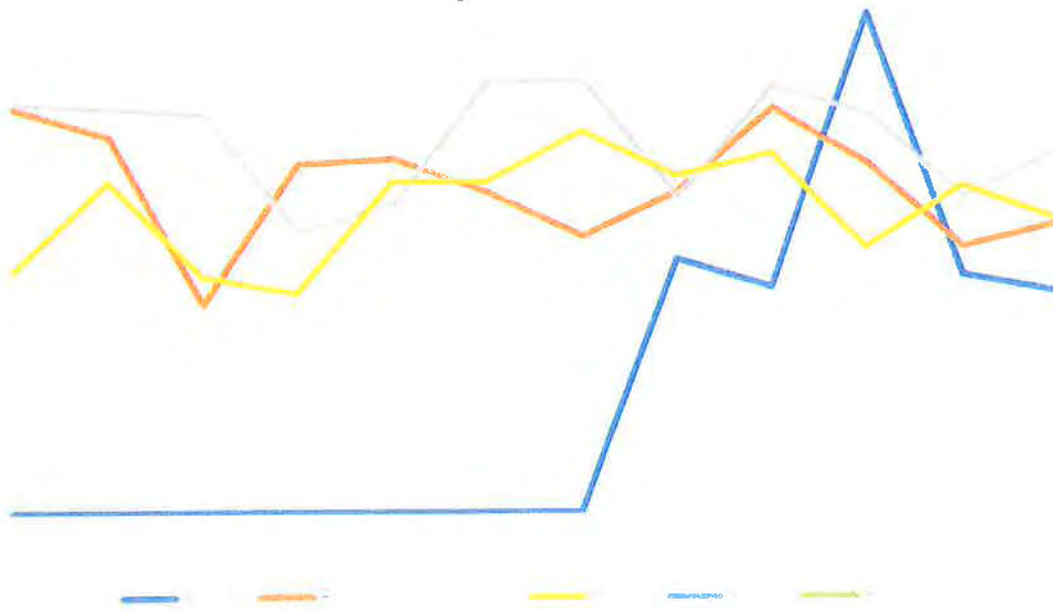


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

OF PLAN REVIEW ACTIVITIES PERFORMED BY THE BUILDING DEPARTMENT

	FY 19	FY 20	FY 21	FY 22	FY 23	FY24
OCT	0	72	73	43	44	
NOV	0	67	72	59		
DEC	0	37	71	42		
JAN	0	62	50	39		
FEB	0	63	55	59		
MAR	0	57	77	59		
APR	0	49	77	68		
MAY	45	57	56	60		
JUN	40	72	76	64		
JUL	89	62	71	47		
AUG	42	47	56	58		
SEP	39	51	64	52		
TOTAL	255	696	798	650	44	0

OF PLAN REVIEW ACTIVITIES





CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

PRIVATE PROVIDER PLAN REVIEW AND INSEPECTIONS PERFORMED IN FY 23

	PLAN REVIEWS PERFORMED	INSPECTIONS PERFORMED
OCT		4
NOV		
DEC		
JAN		
FEB		
MAR		
APR		
MAY		
JUN		
JUL		
AUG		
SEP		
TOTAL	0	4

PRIVATE PROVIDER PLAN REVIEW AND INSPECTIONS FY23

COSAB NEW SFR CONSTRUCTION LIST

Application Id	Property Location	Permit No	Work Type	Issue Date	Description	User Code 1
2598	7 6TH ST	P2100089	SFR-D	1/28/2021	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
2956	31 VERSAGGI DR	P2002022	SFR-D	1/26/2021	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3070	115 D ST	P2100133	SFR-D	2/4/2021	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3176	129 14TH ST	P2101217	SFR-D	9/24/2021	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3693	370 OCEAN FOREST DR	P2100618	SFR-D	5/18/2021	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3734	108 7TH ST	P2100660	SFR-D	5/27/2021	NEW SINGLE FAMILY RESIDENCE-BUILDING	PP
3747	529 RIDGEWAY RD	P2100925	SFR-D	7/15/2021	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3897	15 SABOR DE SAL RD	P2200622	SFR-D	3/7/2022	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4186	13 13TH LN	P2200376	SFR-D	1/24/2022	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4332	2472 A1A S	P2200573	SFR-D	2/22/2022	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4411	110 RIDGEWAY RD	P2200064	SFR-D	10/18/2021	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4634	301 S FOREST DUNE DR	P2201349	SFR-D	8/2/2022	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4657	135 13TH ST	P2200427	SFR-D	1/20/2022	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4665	171 RIDGEWAY RD	P2200670	SFR-D	3/10/2022	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4723	282 RIDGEWAY RD	P2200346	SFR-D	1/3/2022	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4734	23 OCEAN PINES DR	P2200462	SFR-D	1/28/2022	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4828	106 F ST	P2200648	SFR-D	3/31/2022	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4852	800 TIDES END DR	P2200394	SFR-D	1/11/2022	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4894	107 E ST	P2201127	SFR-D	6/7/2022	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
5016	103 WHISPERING OAKS CIR	P2200667	SFR-D	3/10/2022	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
5018	507 F ST	P2201176	SFR-D	6/15/2022	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
5058	1 LISBON ST	P2200704	SFR-D	2/17/2022	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
5145	1101 LAUGHING GULL LN	P2200769	SFR-D	3/30/2022	NEW SINGLE FAMILY RESIDENCE-BUILDING	PP
5193	937 DEER HAMMOCK CIR	P2200808	SFR-D	4/6/2022	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
5256	109 8TH ST	P2200851	SFR-D	4/19/2022	NEW SINGLE FAMILY RESIDENCE-BUILDING	PP
5346	5 15TH ST	P2201519	SFR-D	9/1/2022	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
5470	386 OCEAN FOREST DR	P2201087	SFR-D	5/25/2022	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
5592	110 7TH ST	P2201120	SFR-D	6/1/2022	NEW SINGLE FAMILY RESIDENCE-BUILDING	PP
5644	399 OCEAN FOREST DR	P2201148	SFR-D	6/16/2022	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
5662	129 WHISPERING OAKS CIR	P2201164	SFR-D	7/5/2022	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
5666	105 KINGS QUARRY LN	P2201335	SFR-D	7/26/2022	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
5724	254 RIDGEWAY RD	P2201288	SFR-D	7/12/2022	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
5839	133 ISLAND HAMMOCK WAY	P2201408	SFR-D	8/4/2022	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
6034	618 OLD BEACH RD	P2300195	SFR-D	11/4/2022	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
6076	16 5TH ST	P2300034	SFR-D	10/7/2022	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
6356	1105 LAUGHING GULL LN	P2300216	SFR-D	11/16/2022	NEW SINGLE FAMILY RESIDENCE-BUILDING	RES

COSAB COMMERCIAL CONSTRUCTION LIST

Application Id	Property Location	Permit No	Work Type	Issue Date	Description	User Code 1
4891	3920 A1A S UNIT 4	P2200457	COM BUILD OUT	1/27/2022	COMMERCIAL BUILDING ALT -- BUILD OUT UNIT 4 - BEACH NAIL BAR	COM
5363	3920 A1A S UNIT 1&2	P2200978	COM BUILD OUT	5/10/2022	COMMERCIAL BUILDING ALT.-- BUILD-OUT UNITS 1 & 2 COUSTEAU ICE CREAM	COM
5728	3920 A1A S UNIT 3	P2201245	COM BUILD OUT	6/30/2022	INTERIOR BUILD OUT -- UNIT 3 -- PROPOSED DRY CLEANER DROP OFF & ALTERATIONS	COM
5989	1015 A1A BEACH BLVD	P2201480	COM BUILD OUT	8/25/2022	COMMERCIAL BUILDING ALT.-- TMOBILE - TENANT BUILDOUT	COM
6012	3930 A1A SOUTH UNIT 8	P2201526	COM BUILD OUT	9/2/2022	COMMERCIAL BUILDING ALT.-- TENANT BUILD-OUT--THE ART HOUSE	COM
6065	3920 A1A S UNIT 5/6	P2300180	COM BUILD OUT	11/3/2022	COMMERCIAL BUILDING ALT.-- TENANT BUILD OUT - UNIT 5/6	COM

Application Id Range: First to Last

Issue Date Range: First to 11/20/22

Expiration Date Range: First to 09/14/24

Applied For: N Open: Y

Application Date Range: First to 11/20/22

Use Type Range: First to Last

Hold: N

Building Code Range: BUILDING to BUILDING

Contractor Range: First to Last

Completed: N

Work Type Range: COM ADDITION to COMMERCIAL NEW

User Code Range: First to Last

Denied: N

Void: N

Customer Range: First to Last

Inc Permits With Permit No: Yes

Inc Permits With Certificate: Yes

Waived Fee Status to Include: None: Y

All: Y

User Selected: Y

COSAB FY'23 TREE INSPECTIONS

Application Id	Property Location	Building Code 1	Description of Work 1	Issue Date	Description
6216	402 B ST	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	10/13/2022	RESIDENTIAL-TREE REMOVAL INSPECTION
6404	6 MICKLER BLVD	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	11/17/2022	RESIDENTIAL-TREE REMOVAL INSPECTION

Totals

Application Id Range: First to Last

Issue Date Range: 10/01/22 to 11/20/22

Expiration Date Range: First to 09/30/23

Applied For: Y Open: Y

Application Date Range: First to 11/20/22

Use Type Range: First to Last

Hold: Y

Building Code Range: TREE to TREE

Contractor Range: First to Last

Completed: Y

Work Type Range: TREE REMOVAL to TREE REMOVAL

User Code Range: First to Last

Denied: Y

Void: Y

Customer Range: First to Last

Inc Permits With Permit No: Yes

Inc Permits With Certificate: Yes

Waived Fee Status to Include: None: Y

All: Y

User Selected: Y

COSAB FY'23 ZONING REPORT

Application Id	Parcel Id	Property Location	Building Code	Activity Type	Inspector	Date	Status
6119	1711000000	201 B ST	ZONING	Z-VARIANCE	BONNIE M	10/18/2022	APPROVED
6133	1725610250	103 WHISPERING OAKS CIR	ZONING	Z-VARIANCE	BONNIE M	10/18/2022	APPROVED

Application Id Range: First to Last

Range of Building Codes: First to Last

Activity Date Range: 10/01/22 to 12/08/22 Activity Type Range: Z-APPEAL to Z-VARIANCE

Inspector Id Range: First to Last

Included Activity Types: Both

Sent Letter: Y

Range: First to Last
Violation Date Range: 06/01/22 to 11/20/22
Ordinance Id Range: First to Last

Use Type Range: First to Last
User Code Range: First to Last

Open: Y
Completed: Y
Void: N
Pending: Y

Customer Range: First to Last

Inc Violations With Waived Fines: Yes

Violation Id: V2200026 Prop Loc: 494 ACACIA ST
Viol Date: 06/10/22 Status: Completed Status Date: 07/15/22 Comp Name: Teri Ard
Comp Phone: Comp Email: ma_foi04@yahoo.com

Ordinance Id	Description
6.07.06	Sec. 6.07.06. - Care of premises.

Description: Unregistered Vehicle, and trash located in front yard.

Created	Modified	Note
07/15/22	07/15/22	Refuse has been cleaned and tarp wall removed
06/23/22	06/23/22	Code Enforcement spoke to Sandra Mitchell the current tenant. The vehicle's registration has been updated and she has agreed to remove the refuse within a 2 week period. starting 6/22/2022
06/10/22	06/10/22	Found the vehicle registration to be expired. notified Ms. Ard that she needs to follow up with the local PD

Violation Id: V2200027 Prop Loc: 12 LEE DR
Viol Date: 06/29/22 Status: Completed Status Date: 10/10/22 Comp Name:
Comp Phone: Comp Email:

Ordinance Id	Description
6.07.06	Sec. 6.07.06. - Care of premises.

Description: Fence at SW corner of lot in disrepair.

Created	Modified	Note
10/10/22	10/10/22	Homeowner has removed the damaged portion of the fence.
06/29/22	10/07/22	Fence at SW corner of lot in disrepair. House numbers N/A. Code Enforcement spoke with owner, plans for repairing fence within one months time.

Violation Id: V2200028 Prop Loc: 312 D ST
Viol Date: 06/29/22 Status: Open Comp Name: Public Works Comp Phone:
Comp Email:

Ordinance Id	Description
CC 18-7	Sec. 18-7. - Construction within rights-of-way.

Description: Paver wall withing rights of way

Created	Modified	Note
06/29/22	06/29/22	Code Enforcement spoke with the owner of the property. Informed the owner of the LDR regarding

construction and landscaping within the right of way. Directed the owner to contact Public works for further instruction.

Violation Id: V2200029 Prop Loc: 108 SANDPIPER BLVD
Viol Date: 06/29/22 Status: Completed Status Date: 10/10/22 Comp Name:
Comp Phone: Comp Email:

Ordinance Id	Description
19-30	Sec. 19-30. - Standing or parking prohibited in specified places.

Description: Camper parked within the south end of the parking lot.

Created	Modified	Note
10/10/22	10/10/22	van has been removed
06/29/22	06/29/22	Code Enforcement spoke to the Owner. The Recreational vehicle is not being used for living and will be removed in one months time.

Violation Id: V2200030 Prop Loc: 203 SEVILLA ST
Viol Date: 06/29/22 Status: Completed Status Date: 07/11/22 Comp Name:
Comp Phone: Comp Email:

Ordinance Id	Description
FBC 105.1	PERMITS 105.1 Required.

Description: Second story deck rebuilt without permits.

Created	Modified	Note
07/11/22	07/11/22	New owner purchased property after said deck was rebuilt

Violation Id: V2200031 Prop Loc: 31 VERSAGGI DR
Viol Date: 06/30/22 Status: Completed Status Date: 08/17/22 Comp Name:
Comp Phone: Comp Email:

Ordinance Id	Description
6.07.06	Sec. 6.07.06. - Care of premises.

Description: Abandoned construction site.

Created	Modified	Note
06/30/22	07/15/22	Code Enforcement has contacted North River Building Solutions (NORTH025), and H and H pools. North River has agreed to empty the dumpster, and clean the premises including the porta potty. H and H has agreed to put up a temporary fence around the pool.

Violation Id: V2200032 Prop Loc: 3848 A1A S
Viol Date: 07/11/22 Status: Completed Status Date: 09/14/22 Comp Name: Amanda Rodriguez
Comp Phone: (202)280-4869 Comp Email: rodriguez.amanda.lucia@gmail.com

Ordinance Id	Description
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CC 9.02.10 Sec. 9.02.10. - Noise
LDR 6.08.00 OUTDOOR LIGHTING STANDARDS

Description: AC Unit and New light fixtures causing noise and light pollution East of Alvins Island

Created	Modified	Note
09/14/22	09/14/22	Sound issues have been rectified
07/11/22	07/11/22	Local PD were called out to measure the decibel levels. Awaiting a response from the local PD to affirm the recorded levels.
07/11/22	07/11/22	Spoke with General Manager of Alvins Island. Parts have been delivered for AC, just waiting for AC contractors to fix the issue. Waiting to hear back about the lighting situation and if there are timers to be installed.

Violation Id: V2200033	Prop Loc: 201 3RD ST	Status Date: 10/10/22	Comp Email: JTP@G-ETG.COM
Viol Date: 07/25/22	Status: Completed	Comp Phone: (904)557-5252	
Comp Name: JOSHUA PATTERSON			

Ordinance Id	Description
LDR 3.09	Sec. 3.09.00. - Transient lodging establishments within medium density land use districts.

Description: Transient Rental usage without permit or BTR

Created	Modified	Note
10/10/22	10/10/22	Mr. Kuc has completed his 30+ day inspection and all paperwork has been submitted
09/13/22	09/13/22	Mr. Kuc has submitted paperwork for a 31+ day rental at 201 3rd St. Fees have been paid. Awaiting inspection to complete process.
07/25/22	07/25/22	Received E-mail with a link to AIRBNB for transient rentals at 201 3rd St. Certified mail has been sent to 201 3rd St. and 130 Lauren Place

Max Royle

From: Lana Bandy <lcbandym@yahoo.com>
Sent: Sunday, November 27, 2022 10:23 AM
To: Comm England; Comm Samora; Comm Rumrell; Comm George; Beth Sweeny; vsnydermorgan@gmail.com
Subject: SEPAC Update for November

CAUTION: This message originated from outside of your organization. Clicking on any link or opening any attachment may be harmful to your computer or the City. If you do not recognize the sender or expect the email, please verify the email address and any attachments before opening. If you have any questions or concerns about the content, please contact IT staff at IT@cityofsab.org.

Dear Commissioners,

SEPAC met on November 17; here's an update on our activities.

1. Three representatives from **Fish Island Community Alliance** attended the meeting to receive their Anastasia Island Environmental Stewardship Award plaque and to chat with SEPAC members. We thanked them for all the amazing work they've done in our community.
2. We have a **rain garden plan** that would work well with the parkette landscape sketch Mr. Dix prepared for us. We are gathering implementation costs; we already have some of the plants in the City nursery, which will help. We are also working on neighbor buy-in. Several **residents** from the D Street/2nd Ave **area** attended our meeting. They had questions and concerns. We explained the purpose of a rain garden is to absorb standing water and to look beautiful, both positives for the neighborhood. Vice Chair Krempasky will meet with the neighbors to discuss the project further. She will work with Public Works' Tom Large to stake out the **area** so the neighbors can get a better feel for its scope.
3. Public Works employees, Chair Bandy, and several volunteers removed the solarization plastic, tilled/weeded the area, and did the **wildflower seeding on Mickler**. We added some **native plants** (dwarf firebush, blue porterweed, black-eyed Susan, twinflower, and sunshine mimosa) as well. We will buy a few more, as some died (in the nursery) during the latest hurricane. Eagle Scout candidate Alistair McIsaac installed the **pollinator boxes** October 29. The **signage** and **plant ID tags** are ready when it is time for installation.
4. We discussed the **City's Vision Plan** and have more details under each of the seven key areas to include in the "Sustainability & Resiliency" section. We will send our ideas after SEPAC's December meeting.
5. SEPAC sponsored a very informative session in its **speaker/film series program** on October 27. The program examined the Nine Principles of Florida-Friendly Landscaping™ and included a Florida yard makeover TV show so attendees could see the principles in action. Our expert panel included Tom Wichman, UF's Florida-Friendly Landscaping Coordinator, Jordan Whitmire, from Southern Horticulture, Debra Mixon, from Native Plant Consulting, and Alex Farr, from the Florida Native Plant Society.

a. We promoted the event on the City's social media, through the library (signage, online, emails), and on NextDoor. Our media options are a bit limited now given that the *St. Augustine Record* no longer has reporters to do the "Around Anastasia Island" column. However, we've selected our 2023 dates in hopes that rolling out the full series at once will get more attention. We are working on the topics, films, and speakers for:

- i. Thursday, January 26
- ii. Thursday, March 23
- iii. Thursday, August 24
- iv. Thursday, October 26

b. We appreciate any suggestions you have on topics and publicity.

6. SEPAC briefly mentioned the **Ocean Hammock Park boardwalk** issue. We have consulted with several **environmental experts** in the area and with the federal government, and we advise the City of St. Augustine Beach to **keep the current boardwalk** and no longer consider demolishing it and constructing a boardwalk through the middle of the park.

a. Along with the key points we included in last month's update, we are attaching a federal government graphic explaining the environmental importance of wetlands. We are also including below a sample of comments we received from environmental experts:

& i. **Environmental (JD, Environmental & Land Use Law Policy):**

The boardwalk makes more sense in its current location for several reasons:

- 1. The area where it is currently located has already been impacted, so creating a new path would create new damage (tree removal, etc.)
- 2. The current path avoids wetlands, whereas the new path would necessitate damaging and filling wetlands. Especially with the flooding that we have seen recently, there is NO reason to be filling in wetlands.
- 3. As a general rule larger, connected pieces of conservation land are more valuable than smaller, fragmented pieces, so having the boardwalk off to one side is better than splitting an area right down the middle

In theory, wetlands are protected. In practice that just means that you need to get a permit to destroy them, which is not difficult to do.

According to the U.S. Army Corps of Engineers, no dredge or fill activity should be done if there is a practicable alternative to the proposed activity which would have less adverse impact on the aquatic ecosystem, so long as the alternative does not have other significant adverse environmental consequences. There is a practicable alternative here – the current boardwalk.

ii. Environmental Sciences Professor (PhD) #1

Things are established right now, where the boardwalk currently is. Any time there's construction, there's an impact on the flora and fauna. Construction on wetlands is not a good idea. And moving gopher tortoises is a huge deal. You need permits, and it's very expensive. There are some very pro-development changes (re: gopher tortoises) that politicians tacked onto other bills, but that doesn't mean it's right. The gopher tortoises are not recovering and they're being considered for endangered species status. Relocating them is bad: they may not live, it encourages disease transmission, there's competition for space/mates/food, etc.

iii. Ecologist

Letting three homeowners decide to cut through a wetlands conservation area sets a very bad precedent.

iv. Naturalist/Biologist

Based on what I have read to date, I can see no reason why any gopher tortoises or their burrows should be disturbed. They are a treasure we should protect, not move or disturb.

If I was designing a site plan for the property, I would try to concentrate my "facilities" in the area around the parking area. I would try to keep the hammock and scrub areas (where the draft plan wants to put a playground etc.) free of structures, with the exception of a trail. That would be the least invasive work that could be done and would comply with the project goals to "protect and enhance wildlife preservation of natural communities" and "listed species habitat protection." I would leave the existing boardwalk, as putting one right through the center of the property would disturb the animals and hurt the dunes.

v. Politician #1

Accepting money from a group of citizens for a project like this would set a dangerous precedent.

vi. Politician #2

This is an environmentally rotten thing to do. The Sea Colony homeowners are looking out only for themselves.

vii. Environmental Sciences Professor (PhD) #2

On the east side, if the boardwalk is moved, it will disturb the habitat. Another concern is phase 3 development. The natural area is so small. To add anything to anywhere other than near the parking lot -- like a kid's play area next to the rare coastal interdunal swale ponds that have been eliminated everywhere else in the CoSAB -- would be a shame.

The Ocean Hammock Park on both sides provides rare habitats for many endangered or threatened Florida species such as American Redstart (*Setophaga ruticilla*), Reddish Egret (*Egretta rufescens*), Tricolored Heron (*Egretta tricolor*), Swallow-tailed Kite (*Elanoides forficatus*), White Ibis (*Eudocimus albus*), Peregrine Falcon (*Falco peregrinus*), Wood Stork (*Mycteria americana*), Southern Plains Bumble Bee (*Bombus fraternus*), Gopher tortoise, Anastasia Island Beach Mouse (which depends on the coastal grassland community found in the back dune area), Coastal verbena (*Glandularia maritima*), Sand dune spurge (*Chamaesyce cumulicola*), and several others. Many other interesting species live in the park such as one of the most colorful birds in the US, the Painted Bunting (*Passerina ciris*), which prefers older wax myrtle trees found in the park for their nests; the largest butterfly in North America, the giant swallowtail (*Papilio cresphontes*) that only survives winters in Florida; Toothache Tree (*Zanthoxylum clava-herculis*) that native Americans and early settlers chewed on to relieve toothaches; and Eastern Spadefoot toad that has lost much critical habitat with the piping of our ditches. Many migrating songbirds that move along the Atlantic coast of Florida to and from South America use the coastal hammock and strand communities for food and shelter. The Prairie warbler (*Dendroica discolor*) and Indigo bunting (*Passerina cyanea*) are declining species that use it. Even the Eastern diamondback rattlesnake found there has become so rare that US Fish & Wildlife Services is considering adding them to the Endangered Species List. See links below on our disappearing biodiversity.

<https://www.fnai.org/Biodiversity-Matrix-Intro>

<https://www.fnai.org/species-communities/florida-mobi>

7. As a reminder, SEPAC is asking to be on the Commission's agenda to discuss the milkweed and Mayor's Monarch Pledge. **MAX: WILL YOU PLEASE ADD US TO THE JANUARY MEETING?**

a. Background:

i. SEPAC had hoped to plant **milkweed** in the back of the wildflower meadow and/or in a separate butterfly garden on Mickler. **Mr. Tredik voiced his opposition** to planting milkweed on City property. He first cited the plant's toxicity, then said he thought area residents would not like the look of the plant. Chair Bandy noted that she learned in her **Master Gardener class** that milkweed's milky sap can cause **short-lived symptoms if someone puts it in their eyes or eats it**. She suggested that SEPAC could put the **plants in the back** where people would not have access to them and prepare **signage cautioning visitors from touching/eating** the plants. She noted that many plants in our area (including coontie, oleander, sago palm, and the invasive Brazilian pepper tree, which is everywhere on the island!) are also toxic if misused.

ii. It is crucial that we have milkweed to support the **endangered monarch butterfly**. **This is their only food source**. Habitat loss (mainly through massive development), wide use of herbicides and genetically modified crops, frequent roadside mowing and climate change have decreased the occurrence of milkweeds throughout Florida. **U.S. eastern monarch**

populations have declined by 90% and western populations by 99% in recent years. Please see the attached **New York Times article** for more details.

iii. Not only should the City of St. Augustine Beach plant milkweed, but we suggest signing the **Mayors' Monarch Pledge** (<https://www.nwf.org/mayorsmonarchpledge>). The **City of St. Augustine** (and many other local cities/towns) has signed the pledge and has numerous activities planned to fight for the monarch's survival. I reached out to Glabra Skipp at the City of St. Augustine, who tells me they have planted milkweed in public areas and have **no adverse activities or opposition**. In fact, she noted that numerous citizens have contacted the City to ask where they can buy milkweed. This is an excellent public educational opportunity!

8. SEPAC will be **changing its meetings** to the second Tuesday of each month. The next meeting be December 13.

We have had another busy month working to enhance and beautify our community, educate our residents and visitors, and help ensure our City's sustainability. As always, we are happy to discuss any of these items with you in detail. Thank you again for your support!

Lana Bandy

Chair, Sustainability & Environmental Planning Advisory Committee

COMMISSION REPORT

November 2022

TO: MAYOR/COMMISSIONERS

FROM: DANIEL P. CARSWELL, CHIEF OF POLICE

DEPARTMENT STATISTICS October 25th – November 21st, 2022

CALLS FOR SERVICE – 1391

OFFENSE REPORTS - 33

CITATIONS ISSUED - 66

LOCAL ORDINANCE CITATIONS - 5

DUI - 1

TRAFFIC WARNINGS- 158

TRESSPASS WARNINGS - 12

ANIMAL COMPLAINTS - 12

ARRESTS - 9

- **ANIMAL CONTROL:**
- St. Johns County Animal Control handled 12 complaints in St. Augustine Beach area.

MONTHLY ACTIVITIES –

- Tricks and Treats at the Beach PD October 28th

M E M O R A N D U M

TO: MAX ROYLE, CITY MANAGER
FROM: PATTY DOUYLLIEZ, FINANCE DIRECTOR
SUBJECT: MONTHLY REPORT
DATE: 11/21/2022

Finance

The Finance Department has been working to finalize the FY22 entries and begin preparing for the final audit of the financials. The new fiscal year is moving forward with capital purchases and projects.

It has been noted over the past couple of commission meetings that being informed of upcoming major expenses that will impact the city should be communicated so the commission is aware of future funding needs. In an effort to keep the commission informed of items that potentially may impact the finances in the future, I am beginning to keep a list of large expenditures. These items are in addition to the normal replacement needs of the city. Each month I will update the list and attach it to my monthly report.

Communications and Events

Melinda has many exciting events coming up over the next several weeks:

- **Holiday Art Walk – November 26th, 2pm – 7pm**
- **Surf Illumination – December 3rd, 4pm – 7pm**
- **Holiday Market – December 10th, 3pm – 7pm**
- **Light Up the Night! – December 31st, Fireworks at 8:30pm**

Please come out and join her!

Technology

The IT Department has no updates.

Potential Financial Impacts To The City

Police Department

Replacement radios	\$300,000 one-time purchase
Potential communication service fees from SJC	\$250,000 annually
Body Cameras (should SJC implement & Commission approves)	\$50,000 annually

Public Works

Ocean Hammock Park Completion	\$600,000 one-time purchase
Paving of City Streets	\$250,000 annually
Hammock Dunes Development Plan	\$50,000 one-time purchase
4th Street (City's 1/3 share)	\$75,000 one-time purchase
Study regarding undergrounding utilities	TBD
Removing sediment from canal between SR A1A & Mizell	TBD
Replacing pumps for Sandpiper & Linda Mar subdivisions	TBD

MEMORANDUM

Date: December 5, 2022
To: Max Royle, City Manager
From: William Tredik, P.E., Public Works Director
Subject: Public Works Monthly Report
November 2022

GRANTS

Public Works is managing the following active grants:

- **Mizell Pond Weir and Stormwater Pump Station**
Districtwide Cost Share – St. Johns River Water Management District
Grant amount \$632,070
Project Stage: Project closeout
- **Mizell Pond Weir and Stormwater Pump Station**
HMGP grant – FEMA/FDEM
Grant amount \$1.81 Million
Project Stage: Project closeout
- **Ocean Hammock Park Phase 2**
Florida Recreation Development Assistance Program
Grant amount \$106,500
Project Stage: Construction
- **Ocean Hammock Park Phase 3**
Coastal Partnership Initiative Grant – NOAA funded
Grant amount \$60,000
Project Stage: Bidding
- **Ocean Walk Drainage Improvements**
Legislative Appropriation Request
Grant Amount - \$694,000
Project Stage: Permitting
- **C.R. A1A/Pope Road Storm Surge Protection – Phase 1 Design**
HMGP grant (Dorian) - FEMA/FDEM
Grant amount \$52,500
Project Stage: Design

- **Dune Walkovers**
St. Augustine Port, Waterway and Beach District
Grant amount \$335,000
Project Stage: Construction
- **Magnolia Dunes/Atlantic Oaks Circle Drainage Improvements**
Legislative Appropriation Request
Grant amount \$1,200,000
Project Stage: Design Consultant Procurement
- **7th 8th and 9th Street Drainage**
Legislative Appropriation Request
Grant amount \$90,000
Project Stage: Design Consultant Procurement

DRAINAGE

Mizell Pond Outfall Improvements (HMGP Project No. 4283-88-R) [CLOSEOUT] – The project includes repairing and improving the damaged weir, replacing stormwater pumps and improving the downstream conveyance. FEMA will reimburse of 62.6% of the total construction cost plus \$632,070 paid by the St. Johns River Water Management District (SJRWMD) FY2021 districtwide cost-share program. Construction is substantially complete. Final programming of automatic operation to be completed by the beginning of December.

Ocean Walk Drainage Improvements [DESIGN] –Design 60+% complete. SJRWMD permit application submitted. 60% presentation made to City commission of November 14, 2022. SJRWMD request for additional information received with response pending. Permit and final plans anticipated in January with bidding immediately after.

Oceanside Circle Drainage [BIDDING] – Plans complete; SJRWMD permit received. Bidding scheduled for December 2022 with Construction to commence in early 2023.

C.R. A1A / Pope Road Storm Surge Protection [DESIGN] – The project will prevent storm surge from Salt Run from entering the City at Pope Road. Preliminary design complete. Design and permitting commencing.

Magnolia Dunes / Atlantic Oaks Circle Stormwater Resiliency improvements [Procurement] – Grant agreement complete. The City is advertising a RFQ for the project design and permitting. Selection of a consultant will occur in January 2023. Design is scheduled to take place in FY 2023 and into early FY 2024. Construction is anticipated to commence in FY 2024 and be completed in FY 2025.

7th, 8th, 9th Street Drainage Improvements [Procurement] – The City has signed the grant agreement for the subject project and is proceeding with selection of a design

consultant. The City plans to use its continuing contract engineering consultant, CMT to design the project. Design is scheduled for FY 2023 with construction in FY2024.

PARKS

Ocean Hammock Park Phase 2 [CONSTRUCTION] – Phase 2 improvements include handicap accessible restrooms (including a sanitary lift station and force main), an outside shower, water/bottle fountain, an additional handicap parking space in the parking lot, two (2) picnic areas near the parking lot, an informational kiosk, and a nature trail with interpretative signage. Construction is funded by park impact fees, ARPA funds, and a \$106,500 grant from the Florida Recreation Development Assistance Program (FRDAP). Restrooms were ordered in July. Site preparation is underway. Staff is proposing a budget resolution utilizing an additional \$100,000 of ARPA funds to complete Phase 2.

Ocean Hammock Park Phase 3 [BIDDING] – Design and permitting is complete. Phase 3 includes improvements to the interior of the park including, a picnic pavilion, observation deck, education center, additional trails with interpretative signage, bike and kayak storage, and an accessible connection to the parking lot and the beach walkway. Construction of a portion of the Phase 3 improvements will be funded by a \$60,000 grant from the Coastal Partnership Initiative. Project bidding is anticipated in December 2022.

Stormwater Master Drainage Plan [PLAN DEVELOPMENT] – CMT has begun development of the Stormwater Master Drainage Plan Update. Upon completion of the preliminary assessment, a public meeting will be scheduled to discuss initial findings, gather additional information and feedback, and to discuss the areas in need of stormwater improvements for inclusion in the Stormwater Master Drainage Plan Update.

Streets / Rights of Way

2nd Street Improvements and Extension [CONSTRUCTION] – Construction is underway. The City is reviewing a change order proposal to incorporate the piping of the 3rd Lane ditch into the project. Utilities and stormwater piping construction is underway. FPL is currently completing design of the underground power. Easements necessary for undergrounding the western block are in-hand. Efforts to underground utilities east of 2nd Avenue have been suspended.

A Street to 1st Street West Parking Lot – Conceptual Design complete. Commission presentation occurred July 11, 2022. Preparation of permit plans underway. Construction planned for FY 2023

A Street Sidewalk and Drainage Improvements [PRE-CONSTRUCTION] – The County has rescheduled construction to commence in the beginning of January 2023.

PENDING ACTIVITIES AND PROJECTS

1. LAND DEVELOPMENT REGULATIONS CHANGES. The City Commission at its June 6th meeting considered an ordinance concerning erosion-resistant materials and the resurfacing of parking lots. It wasn't passed. The City Attorney and Public Works Director will prepare language for a new ordinance.

2. UPDATING VISION/STRATEGIC PLAN. Commissioner England during her term as Mayor worked with the City Manager on developing a Vision Plan. Because of the goals and projects stated in it, it could take the place of the strategic plan. Commissioner England presented the Plan at the Commission's May 2nd meeting. The Plan was discussed by the Sustainability and Environmental Protection Advisory Committee (SEPAC) at its June 2nd meeting. The Comprehensive Planning and Zoning Board discussed it at its June 21st and July 19th meetings. At its September 12th meeting, the Commission scheduled a workshop on October 5th at 5:30 p.m. with SEPAC and the Planning Board to review the Vision Plan. Comments from those attending the workshop were made to the Plan and SEPAC at its November 17th meeting. No additional revisions were suggested. The next step is for the Commission to review a revised draft of it in January.

3. PARKING IMPROVEMENTS. The improvements would be constructing a firm surface, such as with paver blocks, brick or asphalt, for vehicles to park on. Suggested locations for the improvements are: north side of Pope Road between A1A Beach Boulevard and the entrance to the YMCA, plaza southwest corner of 8th Street and A1A Beach Boulevard, north side of 5th Street between the Boulevard and 2nd Avenue, north side of 4th Street between the Boulevard and the beach, and the plazas on the Boulevard's west side between A and 1st Streets.

At this time, the only parking project under way is for the plazas on the west side of the Boulevard between A and 1st Streets. Money to pay the costs will come from the \$3.5 million that the City has been allocated from the American Rescue Plan Act. The Public Works Director approved the scope of work from a civil engineering consultant to do the design and permitting phase starting in March 2022 and \$15,000 was spent for this phase. Concept plans for two options were reviewed by the City Commission at its July 11th meeting. The Commission selected the option where vehicles will enter the parking lot from 1st Street with the exit on A1A Beach Boulevard. The conceptual design is complete; work on permits is underway; construction will be done in 2023.

There are no plans at this time for the Commission to consider paid parking.

4. JOINT MEETINGS:

- a. With the County Commission. No date has yet been proposed for the meeting.
- b. With the Comprehensive Planning and Zoning Board and the Sustainability and Environmental Planning Advisory Committee (SEPAC). A joint meeting with the Planning Board and SEPAC was held on October 5, 2022, to discuss the Vision Plan.

5. UPDATING PERSONNEL MANUAL. The entire Manual will be reviewed by an attorney familiar with Florida public sector personnel regulations and laws. The consultant has been hired and the Finance Director, City Clerk and City Manager had a Zoom meeting with her on October 11th to discuss the scope

of work. After the start of 2023, the consultant will make suggested revisions, which will later be reviewed by the City Commission.

6. **LED STREETLIGHTS.** Florida Power and Light has installed LED lights along the Boulevard and Pope Road, and 16th, 11th and A Streets, and Mickler Boulevard. At its December 6, 2021, meeting, the Commission approved a contract with Florida Power and Light to replace 79 lights. The next step will be replacing the old-fashioned, high pressure sodium lights in residential areas. The Commission at its November 14th meeting approved the contract with FP&L for the conversion. This topic will no longer be included in this report.

7. **GRANTS.** The City has received grants from the following agencies:

a. Florida Recreation Development Assistance Program, \$106,500, for restrooms at Ocean Hammock Park. City match will be \$35,500. Total project is an estimated between \$400,000 and \$500,000. This is Phase 2. The Governor approved the appropriation and the contract with the Florida Department of Environmental Protection has been signed. The restrooms have been designed by a local architect and the Public Works Department has done the site design. The St. Johns River Water Management District has approved the permit. At its March 7, 2022, meeting, the Commission accepted the Public Works Director's recommendation not to accept the only bid receive because of its high cost. The Commission authorized the Director to negotiate a lower price by reducing the scope of work. Because negotiations did not result in significant savings, the Director will purchase prefabricated restrooms. Also, because inflation has increased the costs significantly, the Director has been negotiating with the vendor to lower them. He will present a budget resolution at the Commission's December 5th meeting to provide money for the project.

b. Coastal Partnership Initiative: The Public Works Director has applied for a Partnership grant for \$60,000 to construct the improvements to Ocean Hammock Park. The application was submitted on September 25, 2020. The state has approved the grant and the City will advertise for bids once it has received a signed contract from the state. Construction is planned to start in the spring of 2023.

c. St. Johns River Water Management District Cost Share Program: Grant applied for in February 2021 to provide funds for the new weir at the City's Mizell Road retention pond. The amount requested was \$600,000. The District appropriated the money in its Fiscal Year 2021 budget and the contract was executed. The City advertised for bids and the bid was awarded to Sawcross, Inc. The project is 99% complete and should be completed in December 2022.

8. **NON-CONFORMING BUSINESS SIGNS.** The City's sign code has a height limit of 12 feet for business signs. A number of businesses have signs that exceed that height. According to the code, these signs must be made conforming by August 2023. The Building Official and his staff will notify the businesses of this requirement and will work with them to bring these signs into conformity.

9. **FLOODING COMPLAINTS.** Citizens have expressed concerns about the following areas:

a. Ocean Walk Subdivision. The subdivision is located on the east side of Mickler Boulevard between Pope Road and 16th Street. Earlier in 2020, the ditch that borders the subdivision's west side was piped. Ocean Walk residents complained that the piping of the ditch caused flooding along the subdivision's west side. To improve the flow of water, the Public Works Director had debris cleared from the Mickler and 11th Street ditches. At its October 5, 2020, meeting, the City Commission asked the Public Works

Director to prepare a Request for Qualifications, so that the Commission could consider an engineering firm to review the Ocean Walk drainage issues. The deadline for responses to the RFQ was November 23, 2020. The Public Works Director prepared an addendum, which was advertised before Thanksgiving. The deadline for the RFQ was December 8, 2020. A committee of City employees reviewed the three proposals that were submitted and recommended the City be authorized to negotiate with the Masters Design Group of St. Augustine. The Commission approved the authorization at its January 4, 2021, meeting. At its March 1st meeting, the Commission approved the contract with Matthews. In March 2021, the City was notified that its request to the Florida Legislature to appropriate \$694,000 for Ocean Walk drainage improvements was approved and in late May 2021 the City was notified that the appropriation had survived the Governor's veto. The grant agreement has been executed and a contract has been signed with the Matthews Design Group of St. Augustine for the design and permitting phase of the project. Preliminary design is nearing completion. Matthews provided an update report on the design/planning phase of the project to the City Commission at its July 11th meeting. Permit plans are nearly complete. Construction phase will begin in early 2023. Another update was provided by a representative of the civil engineering consultant, the Matthews Group, at the Commission's November 14th meeting. The City has received a request for additional information from the Water Management District. Permitting should be completed by the end of 2022. Bids will be advertised in the spring of 2023.

b. Oceanside Circle. This street is located in the Overby-Gargan unrecorded subdivision, which is north of Versaggi Drive. A survey has been done to determine the road's right-of-way and the final design of a new road is underway by the City's civil engineering consultant. The final plans are being done and will be submitted to the St. Johns River Water Management District for a permit. The City has received the Water Management District permit. Bids were advertised in November with construction scheduled to begin in 2023.

c. St. Augustine Beach and Tennis Complex and the Sabor de Sal subdivision. The area has two ponds: one for the condo complex, the second between properties along Ocean Trace Road and along Sabor de Sal Road. Both are small. The condo complex pond floods during periods of heavy rain, threatening adjacent condo units. Each pond is privately owned and there is no outlet or pipe for stormwater from each. The area needs to be included in the update, currently being done, of the City's master stormwater management plan. The updated plan will be completed in March of April 2023. A solution to the Ocean Trace area flooding will involve the City, private property owners, the St. Johns River Water Management District and possibly the Florida Department of Transportation. On November 21, 2022, the Public Works Director and the City Manager met with residents of the area to hear their concerns and discuss possible solutions. The Director will ask the Water Management District whether the condo complex pond can be dredged and the classification, if any, of the Sabor de Sal pond. Engineering expertise will be needed to develop a plan for solutions to the management of stormwater for the area.

d. A Street east of the Boulevard. After discussion and several onsite meetings with then-Vice Mayor Samora, A Street residents and County/City staff members, the County informed the City's Public Works Director in mid-January 2022 that the project will include a drainage inlet structure along the south side of A Street with a five-foot wide, six-inch thick concrete sidewalk on the north side. The County has asked the contractor for an updated cost estimate. According to the County Road and Bridge Department, construction will be done in January 2023.

e. Pipes under Pope Road and A1A Beach Boulevard. Application for \$550,000, 75% of which will come from the Hazard Mitigation Grant Program. The contract with the Florida Division of Emergency Management has been executed. The Public Works Director prepared Request for Qualifications for a design consultant. The responses were reviewed and ranked by a City staff committee and the Commission at its September 12th meeting authorized the City Manager to negotiate with the firm ranked first, the Matthews Design Group. The contract was executed in October and design of the project has commenced.

f. Magnolia Dunes/Atlantic Oaks Circle. Thanks to the efforts of Vice Mayor Rumrell, state representative Cyndi Stevenson and state senator Travis Hudson, \$1,200,000 was put in the state's Fiscal Year 2023, which went into effect on July 1, 2022. The appropriation survived the Governor's veto pen. The Florida Department of Environmental Protection prepared a grant agreement, which was signed in late October 2022. The next step is for the City to advertise a Request for Qualifications for a design consultant to do design and permitting work. Once the consultant is hired, the design phase will be done in 2023 with the construction done in 2024. The grant agreement expires on September 30, 2025.

g. West End of 7th, 8th and 9th Streets. The Legislature in its 2023 budget approved an appropriation of \$90,000 for this project. The City is coordinating a grant agreement with the Florida Department of Environmental Protection. Once the agreement is signed, the City will select a design consultant to do the design and permitting work in 2023. Construction should begin in 2024.

10. STORMWATER UTILITY FEE. The Commission decided at its October 4, 2021, meeting that the time to levy the fee wasn't right in light of the recent increase in the non-ad valorem fee for the collection of household waste and recyclables and the increase in property taxes due to the rise of property values in the City. The Commission discussed the fee at its October 3, 2022, meeting and approved having a public hearing on November 14th meeting. At that meeting, the Commission approved a resolution stating the City's intent to adopt the non-ad valorem assessment. The next step will be for the Public Works Director to develop a proposed range of the fee to be charged. The range will be presented to the Commission in February or March.

11. RENOVATING THE FORMER CITY HALL AND CIVIL RIGHTS MONUMENT. On March 23, 2022, the City Commission held a workshop, the purpose of which was to discuss with citizens the renovation of the second floor of the former city hall at pier park, future uses of the building and a civil rights monument. Ms. Christina Parrish Stone, Executive Director of the St. Johns Cultural Council, made a PowerPoint presentation that described the building's history and the \$500,000 historic grant that can be spent on renovating certain features of the building, such as the upstairs windows and exterior awnings, and a smaller \$25,000 grant that can be spent on interpretative signage for the building. Ms. Stone highlighted that the building's designation as historic by the federal government enhanced its eligibility for the \$500,000 grant. The outcome of the workshop is that the building is to be used as a cultural arts center with the second floor possibly having artists' studios and a small museum. Artwork outside the building, such as a new civil rights monument to replace the old one that commemorates the 1964 civil rights struggle to integrate the adjacent beach, would be created. City staff will work with Ms. Stone and the Cultural Council on such matters as the building's structural strength, building code requirements to renovate the second floor, accessibility to the second floor for the public, fund raising and seeking citizens to serve as volunteers on a citizen advisory committee. The money from the \$500,000 grant must be spent by June 2024.

On July 12th, Ms. Christina Parrish Stone and Ms. Brenda Swan of the Cultural Council met with the Public Works Director and the City Manager and reported that the Council was advertising for proposals from architectural firms for the civil rights monument. Also discussed was where the monument would be located. One possible site is on the concrete walkway next to seawall and the stairs to the beach, so that the monument will be positioned where visitors can see it and the beach where the civil rights wade-in occurred in 1964. Ms. Stone will present the plans for the sign to the City Commission in early 2023. The \$25,000 grant must be spent by March 31, 2023.

Ms. Parrish Stone provided an update report to the Commission at its October 3rd meeting. The next report will be provided in February or March.

12. BEACH RESTORATION. According to the County's Coastal Manager, two million cubic yards of sand will be put on the beach from the middle of the state park south to the northern boundary of Sea Colony. The project will be done between June 30 and December 30, 2023. The federal government will pay the entire cost. A representative from the Army Corps of Engineers will provide an update report at the City Commission's January 2023 meeting.

13. NEW YEAR'S EVE FIREWORKS SHOW. At the City Commission's March 7, 2022, the City's Events and Communications Coordinator, Ms. Conlon, provided a report to the Commission about the December 31, 2021, fireworks show, which featured just the fireworks: no bands, food vendors, kids zone, etc. The Commission had no recommendations to change the event for the next New Year's Eve. The contract for the fireworks will be signed in October. The \$25,000 for the fireworks is provided from the bed tax by the County Commission. The contract for a 20-minute fireworks show was signed in October. The City's Events Coordinator, Ms. Melinda Conlon, is working with the fireworks company on the music that will accompany the fireworks show.

14. INTERGOVERNMENTAL PROJECTS. When the Commission discussed the strategic plan at its February 1, 2021, meeting, more involvement with the County and St. Augustine was mentioned as desirable. Below is a summary of the City's current involvement with various area governmental entities.

a. Mobility: At the City Commission's August 11, 2021, meeting, St. Augustine's Public Works Director. Reuben Franklin, March 2021, presented his city's mobility plan. St. Augustine has received a grant to create a transportation connector in that city. If money remains from the grant, the two cities may discuss having a connector between them.

b. River-to-Sea Loop: This is a Florida Department of Transportation, St. Johns County, St. Augustine and St. Augustine Beach project to construct 26 miles of a paved bike/pedestrian trail as part of the 260-mile trail from the St. Johns River in Putnam County to the ocean in St. Johns County. The Loop will then go south through Flagler and Volusia counties to Brevard County. This is a long-term, multi-year project. At this time, the Loop will enter St. Augustine along King Street, go across the Bridge of Lions, south along State Road A1A to the State Park, through the Park and into our City, then along A1A Beach Boulevard to State Road A1A. Though possibly not feasible in all locations, the goal is to have a wide, bike/pedestrian trail separate from the adjacent road.

In January 2022, the County Traffic Operations Division informed City staff that no meetings concerning this project have been held for over a year. The Loop's final route has yet to be determined. It might be

through the State Park into our City to A1A Beach Boulevard, or along Pope Road from Old Beach Road to the Boulevard.

c. Transportation Development Plan: The development of the plan involves several agencies, such as the County, St. Augustine, our City, the North Florida Transportation Organization and the Sunshine Bus System. On February 25, 2021, the City Manager attended by telephone a stakeholders' meeting for an update on the development of the plan's vision, mission goals and objectives. Most of the presentation was data, such as population density, percentage of residents without vehicles, senior citizens and low income and minority residents in the County and the areas served by the Sunshine Bus. The next stakeholders' meeting has yet to be announced. The agenda will include transit strategies and alternatives and a 10-year implementation plan.

d. Pedestrian Crosswalk Safety Signals. On A1A Beach Boulevard, the County Public Works Department has put flashing signals at the crosswalk between the Sea Colony subdivision and the shopping center, and at the crosswalks between the Whispering Oaks subdivision and Ocean Hammock Park, 16th Street and 11th Street. The County will be the signals at two other locations: in the vicinity of pier park and at F Street.

15. AMERICAN RESCUE PLAN ACT. This was passed by Congress and approved by President Biden in February and March 2021. It will provide money to states, cities and counties to help them recover from the pandemic's effects. Our City is eligible to receive \$3.5 million. That because the rules governing what the money can be spent on have been loosened by the U.S. Treasury Department will enable the City to do a number of projects, such as road paving, drainage and parking improvements.

At its April 4, 2022, meeting, the City Commission approved an agreement with the City's auditing firm, James Moore and Associates, to do contract management for the spending of ARPA funds. On April 19th, the Commission held a special meeting to discuss uses of ARPA funds and authorized that \$951,000 be appropriated for two new sanitation trucks at \$250,000 each, new police vehicles and radar units, the piping of a ditch in an alley between 2nd and 3rd Streets with the remainder of the appropriation to be used for adjustments to employee salaries. In June, the City purchased a brush pickup truck for \$161,000, using ARPA funds.

In August 2022, the City received the second and final payment of ARPA funds: 1,753,990. To date, \$3,280,000 has been approved to be spent.

Concerning beach access walkovers: The Public Works Director asked the St. Augustine Port, Waterway and Beach Commission at its May 17, 2022, meeting, for an appropriation to buy half the costs to construct new walkovers at 11 access points to the beach. The Port Commission approved a match of \$335,000, or a 50% match, for the walkovers. At its June 6th meeting, the City Commission approved the City's match of \$335,000 coming from ARPA funds. The City has entered into an agreement with a contractor to design, permit and construct the first phase of the project. Survey work for 16th Street walkover has been completed. However, a walkover likely will be done there because of beach erosion. Construction of the 10 walkovers will be done in two phases. Phase 1 will be the construction of walkovers at 3rd, 4th, 5th, and 8th Streets. Phase 2 for additional walkovers will be done after the beach renourishment project is finished at the end of 2023.

Concerning park planning: At its May 2, 2022, meeting, the Commission considered having a Request for Qualifications prepared for a planner to develop a master plan for Hammock Dunes Park, which is located north of the shopping center. The planner could be paid with ARPA funds. The Commission asked that the Request for Qualifications include the following: consideration of wildlife corridors in the Park, a pedestrian/bicycle trail, access to State Road A1A and a parking area or lot. The Commission at its June 6th meeting approved the wording for the Request for Qualifications. However, other projects, especially drainage ones, require attention, advertising the RFQ will be delayed.

16. UNDERGROUNDING OF UTILITIES. At its May 2, 2022, meeting, the City Commission reviewed a request from the City Manager for referenda topics for the 2022 primary or general election. One possible referendum topic discussed was the undergrounding of utility lines. The Commission reviewed information concerning this topic at its June 6th meeting and decided to hold a workshop in August with representatives from Florida Power and Light. At its July 11th meeting, the Commission held a workshop for Tuesday, August 2nd with representatives from FP&L. The outcome was for City staff to prepare a Request for Qualifications for companies experienced with assisting cities with planning for undergrounding projects. The Commission reviewed the proposed RFQ at its September 12th meeting and decided not to advertise it but see whether the voters approve the additional one-cent sales tax at the November general election. As the tax wasn't approved, the topic of undergrounding will be on the agenda for a regular Commission meeting in February or March.

In the meantime, the City Commission directed that the electric power lines be put underground along a new street: 2nd Street west of 2nd Avenue. Though the Commission wanted to remove the existing poles and underground the power lines along the section of 2nd Street between 2nd Avenue and the Boulevard, this won't be done because of the costs the residents would have to pay to connect their homes to the underground lines. At its November 14th meeting, the Commission decided not to approve a resolution stating the City's intent to levy non-ad valorem assessment fee to pay the costs to underground the power lines along this section of 2nd Street.

17. UPDATING STORM DRAINAGE MASTER PLAN. The City has hired CMT, a civil engineering consultant, to do the update. Work on it has started. Before the study is completed in the spring of 2023, a meeting will be held to obtain public comment to assist in the development of the plan.

18. TRAFFIC SIGNAL ON STATE ROAD A1A AT MADRID STREET AND THE ENTRANCE TO MARSH CREEK SUBDIVISION. This has been requested by City residents. The first step will be to ask the Florida Department of Transportation for a traffic study. Also, the County will be involved since it maintains the traffic signals in the City.